

Morris Area Choral Directors Association Constitution and Bylaws

Article I – Name

This organization shall be known as the Morris Area Choral Directors Association (also referred to as MACDA).

Article II – Purpose

The purpose of this organization shall be to organize the Morris Area High School and Middle School Honor Choirs and to conduct necessary business relative to this purpose.

Article III – Membership

Membership shall be open to all certified music educators teaching vocal music in any and all high schools and middle schools in Morris County and select surrounding townships.

Article IV – Meetings

Section 1: Two meetings shall be held during each school year. The initial meeting shall be mandatory and shall be held at Auditions. The second meeting shall be held after the Morris Area Honor Choir Concert and before June 30.

Section 2: All absences must be approved by the President prior to the meeting date. Directors who fail to attend the mandatory Auditions meeting will not be permitted to have their students audition for the chorus.

Section 3: Special meetings may be called by the President with ample prior notification of said meeting.

Section 4: A quorum shall consist of at least one-half of the active membership. Active membership is defined as participating in the honor choir audition process in that school year.

Article V – Officers and Elections

Section 1: The officers of the MACDA shall consist of a President, a Vice-President of the High School Division, a Vice-President of the Middle School Division, a Secretary, and a Treasurer.

Section 2: The election of officers shall take place biennially at the ~~January~~ **second** meeting in even numbered years.

Section 3: The terms of office shall be two years from July 1st to June 30th. There are no limits on the number of terms an individual may serve.

Section 4: In the event of an office vacancy, the remaining members of the Executive Committee shall appoint a replacement to finish the term by means of a majority vote.

Article VI – Amendments

Section 1: All proposed amendments to the constitution and bylaws of the MACDA must be agreed upon by the Executive Committee by means of a majority vote.

Section 2: If a conflict of interest should arise where a voting member directs, or is otherwise paid by the MACDA, he or she forfeits his or her right to be a part of discussions or voting directly related to the subject.

Article VII – Duties of Officers

Section 1: The President shall conduct all meetings and make such appointments and decisions necessary to insure proper management of the organization, subject to Roberts Rules of Order. The President with the assistance of the Secretary shall notify the membership of any special meetings. All permanent files of the organization shall be held by the President. With the approval of the Executive Board, the President shall contact and sign contracts with the conductors and accompanists for the choruses. The President shall also manage the scholarship.

Section 2: The Vice President of the High School Division shall oversee the operations of the high school chorus auditions, rehearsals, and concert. In the event that the President is absent or otherwise may not conduct his **or** her duties, the Vice President of the High School Division shall assume that responsibility. The Vice President of the High School Division shall also create the concert programs.

Section 3: The Vice President of the Middle School Division shall oversee the operations of the middle school chorus auditions, rehearsals, and concert. The Vice President of the High School Division shall also manage concert ticket sales.

Section 4: The Secretary shall record and distribute the minutes of all MACDA meetings and shall attend to the organization's correspondence. The Secretary shall also keep a record of all meetings in a permanent file. The Secretary shall also distribute professional development certificates and draft of contracts for conductors and accompanists. The Secretary shall also act as audition manager.

Section 5: The Treasurer shall be the custodian of all MACDA funds. All financial transactions shall be recorded by the Treasurer and copies of these records shall be submitted to a permanent file. The Treasurer shall also be responsible for filing federal and state taxes, as well as maintaining state business registration.

Section 6: The officers named in Section 1-5 of Article VII shall be known as the Executive Committee. The Executive Committee may meet ad hoc to expedite the business of the organization.

Article VIII – Morris Area High School Honor Choir

Section 1: Student requirements

Any student in grades nine (9) through twelve (12) whose directors is an active member in good standing of the MACDA may audition for the Morris Area High School Honor Choir. Students must be in good standing in their regularly scheduled school chorus and receive endorsement by their choral director in order to audition for the Morris Area High School Honor Choir.

Section 2: Director Requirements

- a. Directors of participating students must be members in good standing of the MACDA according to the guidelines set forth in the MACDA Constitution and Bylaws.
- b. Directors of participating students must be present to adjudicate at auditions. The President may excuse a director from the auditions for extenuating circumstances. The excused teacher must make every effort to send a qualified vocal music teacher to replace him or her at the audition.
- c. Directors of participating students are responsible to attend one evening rehearsal unless other arrangements are approved by the Executive Committee. If a director fails to attend one evening rehearsal, their students may not participate in the chorus during the next school year.

Section 3: Auditions for the Morris Area High School Honor Choir

a. Diatonic Major Scales

Low	High		Low	High	
SI	E	A	TI	E	Ab
SII	C	G	TII	C	F
AI	A	E	BI	A	Eb
AII	G*	C	BII	F*	C

All scales shall be one octave, sung on “Ah” (as in “father”) ascending, with a breath at the top, then descending, with the exception of those marked with an * which shall be sung descending with a breath at the bottom, then ascending. Scoring for diatonic scales will be on quality and intonation, 1-9 points each (1 being the best possible score).

- b. Memorized solo – A solo determined by the MACDA shall be sung by all students auditioning for the chorus. This solo is aligned with the cycle of solos used by the North Jersey School Music Association for the All-North Jersey Chorus audition. Scoring for the solo will be on

quality, intonation, and musicianship, 1-9 points each (1 being the best possible score).

c. Each student will be charged an audition fee.

d. Students may audition for only one voice part. Females may audition for soprano or alto. Males may audition for tenor or bass with the exception of a student with an unchanged male voice who may audition for alto or soprano.

e. Students participating in All-State Mixed or Treble Chorus during the current school year may be exempt from the audition. The Executive Committee shall decide each year whether to exempt members of the All-State Chorus from auditions. This decision shall be made clear in the audition form. Students exempt from the audition must submit the application form and fee.

Section 4: Auditions will be carried out by the members of the MACDA with the assistance of any additional adjudicators approved by the Executive Board.

Section 5: The size of the chorus shall be determined by the number of students who audition for the chorus and the musical balance needed to achieve a quality performing group.

Section 6: Students who are selected to perform in the Morris Area Honor Choir will adhere strictly to the rules and regulations stated in the audition form. Students are expected to conduct themselves with the highest standard of behavior. Students are subject to the host school regulations. Dismissal of a student will be made by the manager of the chorus, along with the Executive Committee after a discussion of the reason for the dismissal and vote.

Section 7: Each chorus member shall be charged a fee for participation and the purchase of music which will become the property of the student. The amount charged will vary in accordance with the cost of the music.

Section 8: Guest conductors shall be selected by the MACDA. The President shall contact and enter into contracts with the conductors and accompanists on behalf of the MACDA.

Section 9: Morris County Choral Directors whose students will be participating in the Morris Area Honor Choir will be asked to assist in once or more of the following organization positions:

a. Host

b. Manager

c. Auditions

d. Program

e. Tickets

f. Publicity

g. Recordings

h. Pins

Article VIII – Morris Area Middle School Honor Choir

Section 1: Student requirements

Any student in grades six (6) through eight (8) whose director is an active member in good standing of the MACDA may audition for the Morris Area Middle School Honor Choir. Students must be in good standing in their regularly scheduled school chorus and receive endorsement by their choral director in order to audition for the Morris Area Middle School Honor Choir.

Section 2: Director Requirements

- a. Directors of participating students must be members in good standing of the MACDA according to the guidelines set forth in the MACDA Constitution and Bylaws.
- b. Directors of participating students must be present to adjudicate at auditions. The President may excuse a director from the auditions for extenuating circumstances. The excused teacher must make every effort to send a qualified vocal music teacher to replace him/her at the audition.
- c. Directors of participating students are responsible to attend one evening rehearsal unless other arrangements are approved by the Executive Board. If a director fails to attend one evening rehearsal, their students may not participate in the chorus during the next school year.

Section 3: Auditions for the Morris Area Middle School Honor Choir

a. Diatonic Major Scales

	Low	High
Soprano	E	G
Alto	A	D
Tenor	E*	F#
Bass	Bb*	D

All scales shall be one octave, sung on “Ah” (as in “father”) ascending, with a breath at the top, then descending, with the exception of those marked with an * which shall be sung descending with a breath at the bottom, then ascending. Scoring for diatonic scales will be on quality and

intonation, 1-9 points each (1 being the best possible score).

b. Memorized solo – A solo determined by the MACDA shall be sung by all students auditioning for the chorus. This solo is aligned with the cycle of solos used by the North Jersey School Music Association for the All-North Jersey Junior High Chorus audition. Scoring for the solo will be on quality, intonation, and musicianship, 1-9 points each (1 being the best possible score).

c. Each student will be charged an audition fee.

d. Students may audition for only one voice part. Females may audition for soprano or alto. Males may audition for tenor or bass with the exception of a student with an unchanged male voice who may audition for alto or soprano.

Section 4: Auditions will be carried out by the members of the MACDA with the assistance of any additional adjudicators approved by the Executive Committee.

Section 5: The size of the chorus shall be determined by the number of students who audition for the chorus and the musical balance needed to achieve a quality performing group.

Section 6: Students who are selected to perform in the Morris Area Middle School Honor Choir will adhere strictly to the rules and regulations stated in the audition form. Students are expected to conduct themselves with the highest standard of behavior. Students are subject to the host school regulations. Dismissal of a student will be made by the manager of the chorus, along with the Executive Committee after a discussion of the reason for the dismissal and vote.

Section 7: Each chorus member shall be charged a fee for participation and the purchase of music which will become the property of the student. The amount charged will vary in accordance with the cost of the music.

Section 8: Guest conductors shall be selected by the MACDA. The President shall contact and enter into contracts with the conductors and accompanists on behalf of the MACDA.

Section 9: Morris Area Choral Directors whose students will be participating in the Morris Area Middle School Honor Choir will be asked to assist in once or more of the following organization positions:

- a. Host
- b. Manager
- c. Auditions
- d. Program
- e. Tickets

f. Publicity

g. Recordings

h. Pins

Article IX – Scholarship

Section 1: Criterion

a. Senior student who has participated in Morris Area High School Honor Choir for at least three (3) years

b. Completed application

c. Solo piece to be performed (art song, aria, folk song, appropriate musical theatre, etc.) for a jury of MACDA members

d. Short interview questions

Section 2: The total amount of the scholarship(s) will be determined by the Executive Committee in consideration of the budget surplus after all expenses have been paid for the Morris Area High School and Middle School Honor Choirs.

Section 3: The Executive Committee may choose not to give a scholarship if there are insufficient funds to do so or there are no qualified candidates.

Article X – Dissolution of Assets

If the MACDA should dissolve, all assets would be donated to a non-profit regional music education association.

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