

2024-2025

MUSIC

MANUAL



www.nsaahome.org/music



NEBRASKA SCHOOL ACTIVITIES ASSOCIATION

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This **2024-25 NSAA MUSIC MANUAL** has been created to provide general information for the administration of Nebraska School Activities Association (NSAA) District Music Contests. The sections of the NSAA Bylaws and Approved Rulings related to District Music Contest are included in this manual. Activities directors and music educators are urged to read this manual carefully.

Member schools having questions regarding District Music Contest should contact their NSAA District Music Coordinator shown on page 18 of this manual or Taryn Retzlaff, the NSAA Assistant Director assigned to Music: (402) 489-0386, tretzlaff@nsaahome.org .

The Nebraska School Activities Association Website address is: <http://nsaahome.org/>. The website offers another means of communication between the NSAA Executive Office and member schools, music directors, and patrons. There is a sub-page for each of the NSAA's sponsored programs. **Each NSAA member school music educator has his or her own personal page.** This page can be accessed through the LOGIN link on the Homepage using the educator's NSAA Passcode. The Passcode may be obtained from the school's Activities Director or the NSAA office.

An online District Music Contest Entry form is used for all NSAA member schools to submit District Music Contest entries electronically. The NSAA online District Music Contest Entry Form is accessed from each music director's personal page. Paper entry forms are not accepted. Instructions for using the NSAA automated entry form are found on page 8 in this manual. You are encouraged to check the NSAA home pages and your music educator's personal page frequently where information for music is included.

POINTS OF EMPHASIS FOR 2024-25 (highlighted yellow)

Page 3	Approved Rulings & Interp. For 2.1.2 Medical Personnel / Emergency Action Plans
Page 9	REMINDER: Copyright: clarity on music compilation & pianist awkward page turn
Page 12	REMINDER: Permission is required to create a score
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KEY DATES

December 1, 2024: Deadline to request attending a site in a different district

January 1, 2025: Deadline to opt-up a music classification

February 20, 2025: NSAA On-Line Eligibility for District Music Due

March 20, 2025: District Music Contest Entry Deadline

2025 District Contests: Week 41, April 15, Week 42, April 22-26

2026 District Contests: Monday-Saturday, Week 42, April 20-25

2027 District Contests: Monday-Saturday, Week 42, April 19-24

APPROVED RULINGS AND INTERPRETATIONS FOR 2.1.2 (Medical Personnel at Regular Season Games)
Severe injuries, sudden illnesses, and other critical incidents do not often occur during school activities, but it is important for every school to have an emergency action plan (EAP) for administrators, faculty, coaches and staff members to follow should emergencies occur. Due to lack of universal availability of medical coverage and other logistical reasons, NSAA does not require that schools have a physician, trainer, or ambulance on-site at regular season activities; however, each school should have a plan in place should there be an emergency involving athletes, coaches, officials, or spectators requiring medical attention.

NSAA BYLAWS—2.11 PENALTIES

- 2.11.1 **School Violations.** For violation by a member school of any of the provisions of the Constitution, Bylaws, or Rules adopted by the Representative Assembly or approved by the member schools or the Board of Directors, the Board of Directors or Executive Director may impose, but not be limited to, one or more of the following penalties:
- 2.11.1.2 Issue a private or public reprimand to the school.
- 2.11.1.3 Recommend that the responsible school official receive a private or public reprimand.
- 2.11.1.4 Enforce the forfeiture of one or more contests in team or individual sports. If an athlete is ejected in the final game of the season, the suspension will carry over to the following season of the same sport.
- 2.11.1.5 Enforce the forfeiture of points scored by students in individual competition.
- 2.11.1.6 Student or staff member may be reprimanded, placed on probation, or suspended from participation for one or more contests.
- 2.11.1.7 Recommend that the school declare the guilty student ineligible for up to ninety school days or the remainder of the school year.
- 2.11.1.8 Place the school on probation for a period not to exceed one calendar year.
- 2.11.1.9 Suspend the school for part or all of the season of an activity.
- 2.11.1.10 Expel the school from Association membership for a period not to exceed one calendar year.

APPROVED RULING & INTERPRETATION FOR 2.11

In addition to the above penalties, other penalties may be enforced which are listed in the Bylaws and/or Approved Rulings accompanying activities elsewhere in this Yearbook.

Late submission of online eligibility lists per activity, plus other penalties as the Board of Directors shall assess. Assessment: \$50 per activity

Students name not appearing on the school's eligibility list. Assessment: \$150

- 2.11.2 **Student Violations.** If a student violates any of the provisions of the Constitution, Bylaws, or Approved Rulings during the course of an Association-sponsored district contest, playoff, or state contest, the Board of Directors or Executive Director may suspend the student from further competition for any portion or all of the remainder of the sub-district, district, playoff, or state contests.
- 2.11.5 **Investigation.** Prior to the assessment of any penalty, the Executive Director will gather data in order to establish intent, fault, and the effect an ineligible participant had on any interschool contest. These factors shall be weighed in determining the severity of the penalty assessed. The Executive Director's decision may be appealed to the Board of Directors.
- 2.11.6 **Institutional Control.** If the said violation is brought to the attention of the Board of Directors as a result of self-policing by the offending school, the Board of Directors shall issue the highest of commendations to the administration of the school for its efforts in enforcing the Constitution.

2.13 CLASSIFICATION

- 2.13.1 **Authority.** The Board of Directors shall have the authority to divide the members into classes, determine the number of classes, and place the member schools into these classes for competition in each activity sponsored by this Association.
- 2.13.1.1 The Board of Directors may adjust the classification of schools in unusual situations (such as consolidation, formation of a new school, gain or loss of a school district), provided such information is made known before the first allowable date for fall sports competition each year.
- 2.13.2 **Basis for Classification.** A school's classification shall be based on its total enrollment for all activities with the exception of football, boys tennis, boys basketball, wrestling, boys golf, boys soccer, and baseball that will be classified on boy enrollment only, and volleyball, softball, girls basketball, girls golf, girls tennis, and girls soccer that will be classified on girl enrollment only.
- 2.13.2.1 A school's total enrollment shall be the total boy and girl enrollment in grades nine, ten, and eleven according to the enrollment figures submitted to the State Department of Education on October 1 of the preceding school year except for football, boys tennis, boys basketball, wrestling, boys golf, boys soccer, and baseball that will be classified on boy enrollment only, and volleyball, softball, girls basketball, girls golf, girls tennis, and girls soccer that will be classified on girl enrollment only.
- 2.13.2.2 If, in a particular activity, the schools are classified for a two-year period, the total enrollment shall be the figures from the State Department of Education on October 1 of the year which immediately precedes the two-year classification period.
- 2.13.2.4 The total enrollment figures shall be doubled for unisex schools for those activities which are athletic. Numbers will not be doubled in those non-athletic activities where competition is co-ed, i.e., mixed. This would include such activities as debate, speech, play production, journalism, and music.
- 2.13.4 **Cooperative Sponsorship.** With the approval of the Board of Directors, students from member high schools may be combined for interscholastic activity competition and field a common participating group.

NSAA BYLAWS GOVERNING MUSIC

MUSIC ARTICLE 7

7.1 Objective

- 7.1.1. Interscholastic music activities are intended to supplement and enrich the secondary music curriculum. These activities provide goals for the development of musical skill and understanding for both the individual and the participating group. These activities enhance citizenship, teach the individual responsibility, promote loyalty, and develop a sense of school pride.

7.2 Eligibility

- 7.2.1 Participation by students in any music contest shall be governed by the eligibility rules which govern all activities, Article 2, NSAA Bylaws, except participation for remuneration does not constitute ineligibility.

NSAA Approved Ruling For 7.2.1

“Any music contest” shall be defined as any NSAA-sponsored music festival, competition, or event.

- 7.2.2 **Certificate of Eligibility.** Prior to the first date permitted for interschool competition in each activity, each member school shall submit an on-line list of all students participating and eligible to participate in each activity.

NSAA Eligibility

To be a participant in any NSAA activity at the varsity or non-varsity levels of competition, an individual must be a bona fide student of a member high school. Exempt-school or home-school students, unless enrolled in a minimum of five credit hours of schoolwork in the member high school, are not eligible to represent a member school in NSAA activities, regardless of the level of participation or competition.

Submitting NSAA Eligibility

1. The NSAA requires all member schools to complete and submit NSAA eligibility on all students representing schools in non-athletic activities regulated by the NSAA.
2. NSAA music eligibility lists must be completed for all music students on the NSAA website via the school’s Activities Director page and submitted prior to February 20.
3. Students who serve as accompanists during the NSAA District Music Contests are exempt from having to have an NSAA eligibility certificate on file with the NSAA.
4. Included in number one of this section are Jr. High, Middle School and Elementary age students who may be participating in NSAA District Music Contests. To enter these under high school age students, complete all required information in the NSAA Eligibility section accessed through the Activities Directors personal page and in the Sem (Semesters of Eligibility) window input 0 (the number zero). Participation in NSAA District Music Contest does not count toward NSAA high school eligibility for students younger than high school age.

Example: Enter 0 for Sem, E to designate an eligible student and click the Instrumental and/or Vocal Boxes to indicate the music area(s) with which the younger students are performing. Remember to save your entries when adding students to the Eligibility List.

NSAA Eligibility List—Manual Entry Section

<i>Name(last, first(alias), MI)</i>	<i>M/F</i>	<i>DOB (mm-dd-yyyy)</i>	Sem	<i>E</i>	IM	VM
<i>Doe, Jane (Jannie) A</i>	<i>F</i>	<i>04-25-2006</i>	0	<i>E</i>	✓	✓

Save

7.3 Classification

7.3.1 **Method.** Schools shall be divided into five classes with classification based on the enrollment in grades nine, ten, and eleven according to the enrollment figures submitted to the Department of Education on October 1 of the preceding school year.

7.3.2 **Music Classes are as Follows:**

Class AA- Enrollment of 601 or greater	Class C —Enrollment of 75-150
Class A —Enrollment of 301-600	Class D —Enrollment of 0-74
Class B —Enrollment of 151-300	

7.3.3 Schools are to compete by classes in all large ensemble events. A school may compete in a higher class, provided it competes in such higher class in all events in which it enters. However, a school may not compete in a class lower than the one indicated by its enrollment.

Schools must notify the NSAA office by January 1, 2025 if they intend to opt up in Music.

7.4 Competition and Sanction

7.4.1 Schools may not enter any music contest or festival in which the renditions of soloists and/or organizations are rated, judged, or in any way classified, unless such contest or festival is sponsored or approved by the Board of Directors.

7.4.1.1 The sanctioning of music contests is governed by Section 1.8, NSAA Constitution. Sanctioning of events held during the summer months is not required.

7.4.2 **Sunday Competition.** No school which is a member of the NSAA shall be permitted to engage in any interschool contest on Sunday.

7.4.3 **December Moratorium.** There shall be five consecutive days in December during the holiday season where there shall be no practice and no interschool competition by individuals or teams in any music activity. Music groups may perform if there is no practice in school facilities and the performance is local and on a volunteer basis. The specific dates of each five-day period will be set by the Board of Directors three years in advance. (The moratorium is to include December 24 and 25 and the 5 days must be consecutive for each activity.)

<p>2024 Moratorium Dates – December 22-26 2025 Moratorium Dates – December 24-28</p>
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7.5 District Music Committee

7.5.1 **Organization.** Each NSAA district shall have a District Music Committee which consists of the NSAA District Managing Committee and two music directors who shall be appointed annually by the NSAA District Managing Committee.

7.5.2 **Duties.**

7.5.2.1 Select the date, site, and contest director for their district music contest.

7.5.2.2 The District Music Committee will elect a music coordinator from the Committee. The coordinator will arrange for the administration of the district music contest and represent the district on a statewide advisory committee.

7.5.2.3 **The State Music Coordinators Advisory Committee.** The coordinator from each of the six NSAA legislative districts will meet once each year with the NSAA staff. This meeting will be held in the spring following the district music contest, with the purpose of evaluating the district contest.

<p>The 2025 District Music Coordinators meeting is on Friday, May 30 at the NSAA offices in Lincoln.</p>

7.6 District Contests

7.6.1 The Board of Directors may schedule and arrange for District Music Contests, but shall not schedule for a State Music Contest.

7.6.2 **District Entries.** Schools may enter the District Contest nearest them with approval from the director of the contest they wish to enter and from the music committee **from each of the two districts involved.** The deadline for approval shall be December 1 prior to the contest.

7.6.2.1 **Date Due.** The entries to the District Contest must be submitted online via the NSAA Website by Midnight Central Time, March 20 prior to the contest. No late entries are permitted.

NSAA Approved Ruling for 7.6.2.1

- 1) *Due to the transition to the electronic submittal of District Music Contest entries, no hard copy entry forms will be accepted. All schools must complete and submit their District Music Contest entries electronically no later than midnight Central time, March 20, prior to their contests.*
- 2) *Any school that does not submit the electronic entry by the deadline will be notified by the NSAA and given two school days to submit their electronic form. A \$500 late administrative fee will be paid to the NSAA in addition to regular District Contest fees for the late entry to be allowed within this two-day period.*
- 3) *A school may substitute personnel for existing legal entries up until the scheduled performance of that entry, for example student B may replace student A in a Trumpet solo entry or vocal duet entry or string quartet entry, which will not require making a change to the contest schedule.*
- 4) *A school may make additions to their contest entries after the entry deadline with permission from their contest site director, providing they do not exceed the legal number of entries for their class. A \$50 administrative fee will be paid by the requesting school to the contest site for each added entry.*

7.6.2.2 **Entry Fees.** The District Music Committee shall determine the entry fees for District Music Contests. All fees for the District Music Contest shall be submitted according to each district's requirements immediately after the March 20 deadline. An additional charge may be made for schools from outside the district.

NSAA Approved Ruling for 7.6.2.2

Due to the transition to the electronic submittal of District Music Contest entries, payment for contest entry fees must be sent to the contest site address specified on the electronic entry submission acknowledgement immediately after the March 20 deadline, unless payment is required at a different time by the host director or NSAA district involved. Schools will be assessed a \$200 fine (in addition to entry fees), payable to their NSAA District, if their entry fees have not been paid in full before the designated deadline.

7.6.2.3 **Contest Schedules.** The site director(s) for each District Music Contest location shall provide complete contest performance schedules to their participating schools no later than 14 days before the start of their District Music Contest.

NSAA District Music Contest Entry Form Instructions

The NSAA District Music Contest Entry Form must be completed and submitted on the NSAA Website. School music director(s) will complete ONE online entry form for each school or cooperative sponsorship at <https://nsaahome.org>.

If you do not know your NSAA website passcode, obtain it from your school Activities Director or contact the NSAA office. On the homepage, hold the mouse over LOGIN in the upper right-hand corner and click on “CHOOSE YOUR SCHOOL”. On the school login page select your school and enter your personal passcode. Your personal page will then be displayed. Select, under **Entry Forms:** District Music Contest Entry Form, by clicking on the link. You may then begin completing the form, return to a saved form which has not been submitted as a final entry, or view a form which has been submitted as a school’s final entry before the **March 20** deadline. Once an entry form has been submitted or after the March 20 deadline passes, the entry form cannot be edited or submitted to the NSAA, but can only be viewed as a reference document.

IMPORTANT NOTE: In order to use the NSAA online District Music Contest Entry Form, a school must first have completed submission of its NSAA music student online eligibility lists. See your Activities Director and the Music Manual section located on page 5, Submitting NSAA Eligibility, to ensure this has been **completed by February 20**.

Once the online automated entry form welcome page has been accessed, follow the instructions on each page by selecting and completing the requested information. Be sure to save each page as you complete the entry information. All Vocal/Instrumental Solos and Small Ensemble entries require specific student names be selected from drop down lists tied to NSAA music student eligibility entered beforehand by each school. All accompanists for solos, small and large ensembles must also be included on the form. This assists the contest directors in scheduling entries for the event and avoiding scheduling conflicts. Please cooperate and make complete entries. The largest Vocal and Instrumental Ensemble entries do not require that individual students be selected from the drop-down lists.

Music directors may enter or edit their entry information over a period of time until the form is ready for final submission to the NSAA District Music Contest site host director. The form will include displays of the Full Form, a Summary of contest entries, a school’s list of Eligible Music Students, and a Payment Summary page for contest sites providing advance contest fee data.

IMPORTANT: When the form is ready to be submitted confirm that the entry is complete and accurate after checking all entries and by clicking the verification box. Then click on the “Submit Final Entry” button which appears after verification and wait until the confirmation screen appears with the date and time of electronic entry form submission and acceptance. Your Entry submission will be confirmed immediately after submission of the form. Entries must be submitted **by midnight Central Time on March 20**.

District Music Contest Fees must be submitted immediately to the host schools. Any schools reported to the NSAA for not having paid their Contest fees in advance, when required to do so, will not be eligible to participate in District Music Contest.

MUSIC SELECTION-Point of Emphasis

Selecting appropriate repertoire for NSAA District Music Contest is the responsibility of the school music instructor(s) for the performing student(s). Every attempt should be made to select music that is educationally sound through exposure to serious performance literature at a level that challenges the student and encourages educational growth. To this end, district music contest adjudicators will be instructed to consider “choice of music” as a primary part of the OTHER FACTORS ballot caption.

Popular music should be carefully selected primarily for those large ensemble categories which exist because of their evolution from certain quasi-cultural “pop” music styles. Examples of this stylistic match include the show choir, jazz band and jazz choir idioms which developed largely from “extra-educational” or pop music influences. Solo, small ensemble or large ensemble category selections, which mimic these pop culture styles (Broadway show tunes, country, rock, gospel, folk, and other types of “pop” music), should be avoided and considered for other performance opportunities outside district music contest repertoire.

7.7 District Contest Rules

7.7.1 **Compliance with Rules.** Any entry failing to comply with the rules in this section is subject to a penalty by the District Contest Director and/or Music Committee.

7.7.2 **Music Selection.**

- a) All large ensemble events will choose their own selections with the recommendation that two contrasting selections be used.
- b) All solo and small ensemble events will choose their own selections with the recommendation that one selection be used.
- c) The **United States Copyright Law** is very clear on the use of copying music. Some provisions of the law state: Copying shall not substitute for the purchase of books, publishers, reprints, or periodicals.
- d) Copying is permissible for the following uses:
 - (1) emergency copying to replace purchased copies which for any reason are not available for an imminent performance provided purchased replacement copies shall be substituted in due course.
 - (2) for academic purposes other than performance, multiple copies of excerpts of works may be made provided that the excerpts do not compromise a part of the whole which would constitute a performable unit such as a section, movement or aria but in no case more than % of the whole work. **If the work is from a compilation each individual work in the compilation is considered its own work, thus no more than 10% of each individual work can be used not 10% of the compilation.**
- e) Copying is prohibited for the following uses:
 - (1) copying to create or replace or substitute for anthologies, compilations, or collective works.
 - (2) copying for the purpose of performance except as in (d1) above.
 - (3) copying for the purpose of substituting for the purchase of music except as in (d1) and (d2) above.
- f) Exceptions to prohibited copying include:
 - (1) if a piece of music is out of print, permission may be obtained from the publisher to make copies for performance use.
 - (2) if music (or scores, etc.) has been ordered but not received, a copy of the order may be attached to a copy.
 - (3) if a pianist has an awkward page turn, **you must purchase an additional copy or request permission from the copyright owner to create a copy of the page needed for a smoother page turn.**

NSAA Approved Ruling for 7.7.2

Original sheet music, which is obtained on-line as a downloaded and printed purchase or is in the Public Domain, is authorized for NSAA contest and festival performance. This music must include information printed on the sheet music, receipt, or accompanying document which confirms the identification of the seller, the number of copies purchased or the Public Domain status. Unauthorized photocopying of sheet music obtained on-line is a violation of United States Federal copyright law.

7.7.3 **Number of Entries.** A school may have a maximum number of entries as determined by class.

7.7.3.1 A school wishing to enter strings (violin, viola, cello, bass viola) will have additional entries determined by class, which must be only string entries as defined in the list of acceptable events.

7.7.3.2 **Maximum entries by class:**

Class AA	48 plus 20 strings	plus 2 piano solos
Class A	52	plus 2 piano solos
Classes B and C	46	plus 2 piano solos
Class D	40	plus 2 piano solos

7.7.4 All soloists must be in the ninth grade or above. Students in Class AA and A choral groups must be in the ninth grade or above. In choral events in Classes B, C, and D, and in instrumental ensemble events in all classes, students in the junior high school and below may be included.

7.7.5 **Large Ensembles.**

7.7.5.1 Large groups shall be bands, orchestras, *mixed choruses, madrigals/chamber choirs, jazz choirs, show choirs, choruses, and jazz bands. Each NSAA District Music Coordinator will determine the number of Large Ensemble entries allowed in each District Music Contest.

The term **Mixed Chorus in the Large Ensembles category shall not mean the requirement exists for both genders of students to be included for those schools comprised of a single gender only (non-coed schools).*

7.7.6 **Small Ensemble Events.**

7.7.6.1 All Small Ensembles shall have a maximum of 24 in a group.

7.7.6.2 **Vocal Ensembles:**

Duet	Triple Trio
Quartet	Trio
Octet	Sextet
Double Octet	Double Sextet
Barbershop Quartet	

7.7.6.3 **Instrumental Ensembles:**

Woodwind Trio	Percussion Ensemble	Trombone Quartet	Woodwind Quintet (Flute, Oboe, Clarinet, Horn, Bassoon)
Saxophone Quartet	Flute Quartet	String Quintet	Cornet or Trumpet Duet
Cornet or Trumpet Quartet	Horn Quartet	Clarinet Trio	Piano Trio (Violin, Cello, Piano)
Flute Duet	Drum Quartet or Quintet	Mixed Brass Quartet	Saxophone Trio
Saxophone Sextet	Clarinet Duet	String Sextet	Cornet or Trumpet Trio
Brass Quintet	Trombone Trio	Mixed Clarinet Quartet	String Quartet
Flute Trio	String Trio	Brass Sextet	Violin Quartet
Horn Trio	Clarinet Quartet (4 B Flat Soprano)		

7.7.6.4 Any ensemble not listed above should be entered as a Miscellaneous Ensemble. Each school may enter as many Miscellaneous Ensembles as it wishes, as long as it does not exceed the maximum number of entries for that class.

7.7.6.5 Unlimited small ensemble entries, vocal and instrumental, are allowed, but exact duplication of personnel will result in disqualification from that event.

7.7.7 **Unqualified Events.**

Any entry that is non-musical in nature (for example, baton twirling) or is primarily comprised of instruments or voice parts not common in standard literature (for example, accordion, harmonica) that would require the opinion of additional judges should not be included in District Music Contests. However, final decision pertaining to such events rests with the District Music Committee or it's designate.

7.7.8 **Solo Events.**

7.7.8.1 **Vocal Solos:**

- (a) Soprano/Alto voice
- (b) Tenor/Bass voice

7.7.8.2 **Instrumental Solos.**

Violin, viola, cello, string bass, piccolo, flute, oboe, English horn, bassoon, clarinet (including alto, bass, etc.), baritone/euphonium, saxophone (including alto, tenor, etc.), cornet or trumpet, trombone, French horn, piano, tuba, percussion.

7.7.8.3 **Solo Events**

A student may perform one vocal solo and/or one instrumental solo per instrument.

7.7.9 **Time Limits.**

All events shall be limited in time as follows. These time limits include time for preparation on stage, tuning, playing, and exit. Time between numbers is included in the time of performance. Any performance violating these time limits will receive a rating which has been lowered one division.

Class AA	Class A	Classes B, C, D
Band or Orchestras 25	Band or Orchestras 25	Band or Orchestras 22
*Mixed Chorus 18	*Mixed Chorus 18	*Mixed Chorus 15
Jazz Band 20	Jazz Band 20	Jazz Band 20
Show Choir 20	Show Choir 20	Show Choir 20
Bass/Treble Chorus 12	Bass/Treble Chorus 12	Bass/Treble Chorus 12
Madrigal/Chamber Choir 12	Madrigal/Chamber Choir 12	Madrigal/Chamber Choir 12
Jazz Choir 20	Jazz Choir 20	Jazz Choir 20

ALL CLASSES
Small Ensembles: All Classes 6
Solo Events: All Classes 6

The term **Mixed Chorus in the Large Ensembles category shall not mean the requirement exists for both genders of students to be included for those schools comprised of a single gender only (non-coed schools).*

7.7.10 Scores.

It is strongly recommended that the measures be numbered for all scores provided to adjudicators. **Performers or their accompanists using illegally copied music will not be allowed to perform.**

- a) Solo and Small Ensemble Scores. The performer shall provide the judge with an original score for each solo and small ensemble entry. Proof of a second original score must also be presented for the accompanist and for the performer, **for non-memorized events.**
- b) Large Ensemble Scores. With the exception of show choirs and jazz bands only, the director shall furnish the judges of large ensembles with one original score for each selection for each judge, (three sets of scores for three judges). Show Choir and Jazz Band directors assume responsibility for the legality of the musical arrangements performed.

NSAA Approved Ruling for 7.7.10

For all District Music contest performances, judges presented with or observing photocopied sheet music without required permissive documentation shall deem the music as illegally copied and shall not allow the performance to begin, continue, or be critiqued and rated.

Point of Emphasis: U.S. COPYRIGHT LAW & NSAA DISTRICT MUSIC CONTESTS.

For a consistent interpretation of the law, this document serves as a guideline as music directors/students approach contest performances.

If any performance uses photocopied music that does not have documentation authorizing the reproduction as noted in NSAA Approved Ruling for Bylaw 7.7.10, THE PERFORMANCE IS NOT TO BE ALLOWED TO BEGIN, If Begun-THE PERFORMANCE IS TO BE STOPPED IMMEDIATELY, If Completed-NO COMMENTS OR RATING ARE TO BE PROVIDED DUE TO THE USE OF ILLEGALLY COPIED MUSIC.

The adjudicator may be the only person who sees the score provided for them or the music used by the performer(s). Using illegally photocopied music is a Federal Crime and constitutes theft from musicians.

The student/accompanist/adjudicator should be provided with a legally printed, copyrighted, published edition. There is no possible violation if this is done. **HOWEVER**, when this cannot be done, the director has several options. Judges are instructed to accept, **as a legitimate score, any of the following:**

1. A copied score with an attached, signed statement from a music supply house stating that the music is on order and will be delivered and paid for upon its arrival. This order **SHOULD BE** initiated at least 60 days prior to the contest date.
2. A copied score with an attached, signed statement from the publishing company or composer, verifying permission is granted for the duplication/arrangement being used. (The NSAA website has “*Permission to Arrange*” and “*Permission to Perform Out-of-Print Music*” forms available.)
3. Original Composition. This must contain a statement from the composer granting permission to perform and/or duplicate.
4. *Public domain compositions should only be used if proof of public domain is included from a legitimate source. A legitimate source is a tangible copy (original or photocopied from a reliable source) of the work with a copyright date (usually on the first page) old enough to be in the public domain. If you do not do your own research and obtain a legitimate public domain copy of each work you use, you can make errors which could result in your having to pay substantial royalties. Visit <http://copyright.cornell.edu/resources/publicdomain.cfm> for complete information.
**In the U.S. only- a copyright notice of 1925 or earlier is in the public domain, as long as it is not an arrangement*
**Outside of the U.S.-each individual country’s copyright law determines when you can use the work*
5. Transposition. Transposition of **a vocal solo or ensemble literature** not available in the needed key is permissible provided the student/director supply a copy of the original arrangement from which the transposition was made.
6. **If it is necessary to create a score, permission must be obtained from the copyright owner.**
7. **Accompanists may not play off of photocopied music.**
8. Keep in mind that **ANY AND ALL** arrangements, other than original scores, must have a “*Permission to Arrange*” form attached granting approval. Directors **cannot** rewrite parts to accommodate a specific solo or ensemble without granted permission.

9. Numbered Measures: The requirement to number measures of original scores provided to adjudicators has been dropped. This earlier bylaw requirement was not being enforced consistently to justify lowering the rating of the performance. Nevertheless, adjudicators can make more specific comments concerning performances if the precise measure being referenced is easily identified. It is within the right of the judge(s) to ask the performer(s) to number the measures of the score and return to perform when this is accomplished.
10. Each school that participates in District Music Contests will electronically submit a Proof of Licensing for Performance form prior to their contest. The school Athletic/Activities Director will submit this form on their school's behalf through their NSAA log-in.

IT IS THE SCHOOL MUSIC DIRECTOR'S RESPONSIBILITY TO COMMUNICATE THESE RULES TO STUDENT PERFORMERS AND PLAN AHEAD ACCORDINGLY.

- 7.7.11 **Memorization.** Memorization is not mandatory for any solos, small, or large ensembles.
- 7.7.12 **Accompanying and Directing:**
 - 7.7.12.1 Any regular piano accompanist or one chosen by the Contest Director may act as official accompanist. An accompanist is required when an arrangement includes piano accompaniment.
 - 7.7.12.2 Students or non-students, including directors, may serve as accompanists. The use of the same accompanist for two or more schools should be avoided to prevent scheduling conflicts.
 - 7.7.12.3 Tape-recorded accompaniments are permissible. (*Schools should furnish their own equipment for this purpose*)
 - 7.7.12.4 Large ensembles and small ensembles with eight or more members may perform with or without a conductor.
 - 7.7.12.5 Directors are not allowed to give vocal assistance to their group, or play with their band or orchestra.
- 7.7.13 **Ratings.**
 - 7.7.13.1 Judges will rate contestants both in solo and ensemble as follows:
 - a) Division I
 - b) Division II
 - c) Division III
 - d) Division IV
 - e) Division V
 - f) Plus signs or minus signs will not be used with the ratings. (It will be the Contest Director's responsibility to see that this is understood by the judges before the contest begins).
 - 7.7.13.2 Contest directors shall facilitate the return of judges' rating sheets to directors immediately following the close of the contest, but in no case later than seven days following the close of the contest.

7.8 Judges

- 7.8.1 **Selection of Judges.** All judges shall be selected and contracted by the Music Committee or its designate from a list of approved adjudicators compiled by the NSAA. It is recommended that a judge who has given private instruction to an individual contestant during the current year not be allowed to rate or criticize that individual contestant in contest solo events.
- 7.8.2 **Number of Judges.** All solos and small ensembles shall be judged by one judge and all large ensembles shall be judged by three judges.

Regulations and Instructions to Judges:

- a) All judges shall be expected to become acquainted with and to cooperate with the rules of the contest in rendering fair, accurate, and constructive judgment.
- b) All judges shall be expected to conduct themselves in a professional manner. Judges shall not fraternize with directors or discuss contest performances with unofficial persons. Judges shall not in any way communicate with other judges, in large ensemble events during a contest performance.
- c) If contest rules are violated, the judge shall rate the contestant without prejudice but shall make note of the alleged violation on the judges' sheet. It shall be the duty of the District Contest Director to make final ruling on the alleged violation.
- d) Adjudicators shall be guided by the following definitions of ratings:
 - (1) Division I—Shall represent an outstanding performance.
 - (2) Division II—Shall represent an excellent performance that is outstanding in some respects.
 - (3) Division III—Shall represent a good average performance but not outstanding in any respects.
 - (4) Division IV—Shall represent a below average performance in most respects.
 - (5) Division V—Shall represent a poor performance.
- e) Official judging sheets as supplied by the Nebraska School Activities Association shall be used for all events. Adjudicators shall submit prepared and rated judging sheets at the finish of each event, or at the finish of each session.
- f) The ratings of the three judges used for concert performance shall be averaged to determine the final rating as follows:

I	II	III	IV	V
1 1 1	1 2 2	1 3 3	1 4 4	1 5 5
1 1 2	1 2 3	1 3 4	1 4 5	2 5 5
1 1 3	1 2 4	1 3 5	2 4 4	3 5 5
1 1 4	1 2 5	2 3 3	2 4 5	4 5 5
1 1 5	2 2 2	2 3 4	3 4 4	5 5 5
	2 2 3	2 3 5	3 4 5	
	2 2 4	3 3 3	4 4 4	
	2 2 5	3 3 4	4 4 5	

Large Ensemble Live Critique

District Music Contest sites will continue to implement the DMC *Large Ensemble Live Critique* within the Large Group entries at contests:

- The critique adjudicator will provide direct feedback to the large group and director that will enhance and enrich their ability to perform the piece(s) of music.
- Three adjudicators may be used if a rotation amongst the three is implemented. Additional adjudicators may be contracted at the discretion of the site host and district music coordinator.
- The host site has the autonomy to build an extra five minutes into the large group performance time or move the group to a different location for their critique feedback.
- **Schools will have the option to opt “in” or “out” of live critiques for their orchestra, vocal, and/or instrumental district entries.**

Points of Judging: Each of the adjudicator's scoring sheets provide for the rating of appropriate solo or ensemble performance elements using the following scoring definitions:

SCORING DEFINITION POINT SYSTEM FOR EACH PERFORMANCE CAPTION

1 Point ---Consistently outstanding
2 Points —Strong; Occasional inconsistencies
3 Points —Repeatedly inconsistent
4 Points —Consistently weak
5 Points —Unacceptable

Adjudicator's scoring sheets, comprised of 7-performance elements, employ the following rating system to convert the ballot's total points into a final Division Rating:

<i>Total Points</i>	<i>Final Rating</i>
7-10	Division I
11-17	Division II
18-24	Division III
25-31	Division IV
32+	Division V

Adjudicator's scoring sheets, comprised of 9-performance elements, employ the following rating system to convert the ballot's total points into a final Division Rating

<i>Total Points</i>	<i>Final Rating</i>
9-13	Division I
14-22	Division II
23-31	Division III
32-40	Division IV
41+	Division V

Adjudicator's scoring sheets, comprised of 11-performance elements, employ the following rating system to convert the ballot's total points into a final Division Rating:

<i>Total Points</i>	<i>Final Rating</i>
11-16	Division I
17-27	Division II
28-38	Division III
39-49	Division IV
50+	Division V

Appropriate scoring sheet captions for District Music Contest Points of Judging are selected from the following performance elements:

- 7.8.4.1 **Tone.** Beauty of tone along with control, characteristic timbre, maturity, energy, blend, and tuning or vibrato where appropriate, of the various instruments/voices and group as a whole.
- 7.8.4.2 **Intonation.** The individual's/group's tonality awareness and pitch center in relation to scales, intervals, chords, and unisons - where appropriate.
- 7.8.4.3 **Precision.** The individual's/group's performance accuracy to the printed page: rhythms –note / rest values; bowings; duration, beat – pulse / steadiness; correctness of meters; ensemble feel – where appropriate.
- 7.8.4.4 **Technique.** The individual's/group's performance related to percussion: stickings, rudiments, rolls- rudimental/orchestral, body/hand/instrument positions.

- 7.8.4.5 **Facility.** The individual's/group's ease of performing: fingerings / positions / bowings / shifts / printed notes; articulations; breathing / phrasing; posture; instrumental or vocal dexterity; and attacks / releases.
- 7.8.4.6 **Balance.** The group's harmonious adjustment of volume and timbre between instruments or voices applied to: voices / sections / ensemble, and melodies / harmonies / accompaniments, as required by the dynamic structure of the musical piece.
- 7.8.4.7 **Expression and interpretation.** The individual's/group's: phrase shape, style contrasts in tempo / dynamics / articulation, feel for the musical line and textual inflection - where appropriate.
- 7.8.4.8 **Diction.** The individual's/group's overall enunciation with clarity of consonants, purity/naturalness of vowels, diphthongs, syllabic inflection, and stylizations.
- 7.8.4.9 **Other Factors.** Additional aesthetic considerations pertinent to the type of solo or ensemble ranging from: choice of music, discipline, stage presence/ appearance, poise, feeling of ensemble, arrangements, musical variety, sequencing, pacing, showmanship, energy, facial projection, time/rhythmic feel, fills, back-up, instrumentation, accompaniment, effects, grace, tuning, and memorization – if required.
- 7.8.4.10 **For Directors Only.** Critiques (which should be noted on a page separate from the scoring sheet) shall be directed to the instructor.

NSAA POLICY ON COMMENTS AND NEGATIVE ACTIONS AGAINST OFFICIALS AND JUDGES

The National Federation of State High School Associations has devised Code of Ethics guidelines for high school coaches. The function of a coach is to educate students through participation in interscholastic competition. The coach or sponsor shall respect and support contest officials and judges. The coach or sponsor shall not indulge in conduct that would incite players or spectators against the officials. Public criticism of officials, judges, or players is unethical.

The Nebraska School Activities Association has embraced that Coaches Code of Ethics and has established policies and standards that will cultivate the ideals of good sportsmanship, professionalism, and conduct. It shall be the responsibility of each member school to ensure that all individuals directly associated with the interscholastic program conduct themselves in a sportsmanlike and professional manner.

The high school coach or director is a representative of the school at interscholastic activity events. It is the responsibility of all coaches and directors to serve as role models for students and the public.

It is the expectation that all coaches, directors, administrators, and student participants shall refrain from negative criticism of NSAA member institutions, officials, adjudicators, judges, etc. in public statements before, during or after interscholastic events. The appropriate public response to media questions at all venues regarding officiating/judging is, "Per NSAA policy, I am unable to comment." Any other response is a violation of this board policy and is subject to penalty.

It would be considered a violation of this NSAA policy to include, but are not limited to the following:

- a. Making degrading and/or critical remarks about officials or adjudicators or the officiating or judging before, during or after an event either on or off-site, via social media, or through any public means.
- b. Detaining the officials/adjudicators/judges during or following the event to request a ruling or explanation of actions or evaluation by the official(s)/adjudicator(s)/judge(s).
- c. Entering the officials dressing area following the contest.

Negative actions by an individual directly associated with the program shall be reported to the NSAA office by the school and/or by the head contest official, adjudicator, judge, or manager. The school shall document the

results of their investigation and actions taken, where necessary and appropriate. The NSAA Executive Director shall determine the appropriate penalties for violation of this board policy.

NFHS ADJUDICATOR TRAINING

All NSAA District Music Contest adjudicators are required to view the NFHS course, *Music Adjudication*, once every three years. Adjudicators should email their certificate of completion to the NSAA office for record keeping. Instructions and information are located [HERE](#).

7.9 Awards

7.9.1 Awards to students and groups shall be governed by Section 2.15, Awards to Students and Schools.

APPROVED RULINGS

Awards

1. **Certificates:**

- (a) Large and small groups receiving a superior will receive an 8 ½" x 11" certificate presented to their school.
- (b) Solos receiving superiors will receive an 8 ½" x 5 ½" certificate.
- (c) Individual members of a large or small group receiving a superior will receive a 2 ¼" x 4" certificate.

NOTE: Superior Award Certificates are accessed and printed on the NSAA website link found on each music director's/AD's personal page (**School Login: / Personal Passcode :**) for presentation to their students. AD's can select "**Music**" in the **Activity Select:** window to access the [District Music Contest Superior Award Certificates](#) link.

2. **Plaques:** Large groups receiving a superior from all three judges shall receive a 5" x 7" walnut plaque, presented to the school.
3. **Medals:** A school may purchase a medal for each participant of a large ensemble that has received a superior rating from all three judges. This will be a medal the size of all district medals 1 5/16 inches in diameter, with a ribbon/pin attachment. The NSAA will provide order forms and the medals must be ordered through the NSAA office, by the school. Orders from individual students will not be accepted. Full Payment must be included with your order.
4. **Outstanding Performance Award:**

Purpose: This award is designed to recognize the top performers at District Music Contest in the soloist and small ensemble categories. These are the students who go above and beyond the standard of a Superior rating in skill and musicianship.

Process of Selection:

- This award will only be given to soloists and small ensembles (up to 24 members) that are adjudicated by a single judge. (Large ensembles adjudicated by a panel of judges will not be eligible.)
- Only one performance *per judge* will receive this award regardless of the number and types of entries in that room.
- Each adjudicator will be given the opportunity to designate **one** performance as an "**Outstanding Performance**". They **may** also nominate **up to two** additional performances as "**Honorable Mention**" in addition to the Outstanding Performance.

- Judges do not have to select an Outstanding Performance unless they have given a perfect score on the contest ballot.
- This award can be given to any instrument or voice category, class size or grade level of performer.
- Forms will be given to each judge to assist them in selecting and then reporting this award.
- The recipients of the Outstanding Performance and Honorable Mention Awards will be presented specially designed certificates in recognition of their performances.

Illegal Photocopying

For all District Music contest performances, judges presented with or observing photocopied sheet music without required permissive documentation shall deem the music as illegally copied and shall not allow the performance to begin, continue, or be critiqued and rated.

Music Selection

Original sheet music, which is obtained online as a downloaded and printed purchase or is in the Public Domain, is authorized for NSAA contest and festival performance. This music must include information printed on the sheet music, receipt, or accompanying document which confirms the identification of the seller, the number of copies purchased or the Public Domain status. Unauthorized photocopying of sheet music obtained online is a violation of United States Federal copyright law.

Music Director Points of Emphasis

Lead instrumental, vocal, and orchestra directors are required to view the District Music Contest - Points of Emphasis online presentation through their NSAA login page prior to contests (January 1 – February 20).

NFHS Courses

Approved Rulings & Interpretations For 2.12

Concussion in Sports, Heat Illness Prevention, Sudden Cardiac Arrest Education All coaches, activity sponsors, and volunteers are required to complete the NFHS Concussion in Sports, Heat Illness Prevention, and Sudden Cardiac Arrest Training courses at least once every three years. These courses should be taken prior to any pre-season or regular season physical workouts that the respective coach would be present for or involved in administering. Any course taken after May 1 would be considered valid for the following school year. All first-year coaches are required to complete all three courses prior to the start of the activity season which they are to coach.

Accommodations for Students with Disabilities

Each state association may, in keeping with applicable laws, authorize exceptions to contest rules to provide reasonable accommodations to individual participants with disabilities and/or special needs, as well as those individuals with unique and extenuating circumstances. In order to determine if the NSAA can authorize such an accommodation, the school administration should contact the NSAA to request an accommodation hearing.

2024-25 NSAA District Music Coordinators

District I	Wes Hansmeyer, Norris, wes.hansmeyer@nsdtitans.org
District II	Tyler Gruttemeyer, Omaha South, tyler.gruttemeyer@ops.org & Jeff Peabody, Columbus, peabodyj@discoverers.org
District III	Chad Dean, O’Neill, chaddean@oneillschools.org
District IV	Morgan Harms, Broken Bow, morgan.harms@bbps.org
District V	Dale Ritter, Alma, dale.ritter@almacardinals.org
District VI	Jacob Hoffman, Kimball, jhoffman@kplonghorns.org

1. The District Music Coordinators will coordinate the administration of the NSAA District Music Contests and represent their NSAA district on a State Music Coordinators Advisory Committee.
2. The State Music Coordinators Advisory Committee will meet once each year with the NSAA staff. This meeting will be held in the spring following the District Music Contest, with the purpose of evaluating the District Music Contests.

The 2025 District Music Coordinators meeting is **Friday, May 30** at the NSAA office in Lincoln .

2024-2025 NSAA District Secretary

District I—David Davis, Fairbury	District IV—Seth Ryker, Gothenburg
District II—Chad Holtz, Bellevue East	District V—Craig Newcomb, Bertrand
District III—Brad Hoelsing, Wausa	District VI—Eugene Hanks, Crawford

Handicap Accessibility

Facilities must provide reasonable accommodation for special needs.

Protests

Protests regarding the decisions and/or critiques of the adjudicator will not be heard. Music Instructors and students are not to approach and question or challenge an adjudicator and their critique or decision.

Music Adjudicators’ List

The most current list of music adjudicators can be located on the NSAA website www.nsaahome.org. Those judges registered with the NSAA are accessed through each music director’s personal page with contact and background information used for district music contest adjudicator contracting.

Inclement Weather

The District Music Contest site director, along with site’s Administration, have the sole authority for the postponement and/or cancellation of their District Music Contest. In determining whether to postpone or to hold the contest as scheduled, consideration should include the following factors:

- The weather and road conditions at the contest site.
- Existing weather and road conditions at the location of the schools that are to participate that day.
- Road conditions between the site and the participating schools.
- The weather conditions immediately prior to, during, and following the contest, as reported by the National Weather Service.

The NSAA and NSAA District Managing Committees will make their best attempts to reschedule District Music Contests that fall victim to inclement weather. It must be realized, however, that school calendars could create a situation in which cancellation is the only alternative.

If a site operates, it becomes the responsibility of the registered school to be in attendance. No makeup contests will be arranged, nor will entry fees be refunded, for those schools that elect not to attend. District Music Contest site directors are asked to initially postpone the contest for an hour or so before canceling entirely on a particular date.