Hello directors. This email is for high school teachers with All-State Students and Alternates.

1) Please read the attached "2nd Tier Instructions."

2) Please see the attached "All-State 205 Choir Rosters and Ranks.pdf" This document lists all the students who made All-State, their rank, and, if they are an alternate, their alternate rank. PLEASE INFORM YOUR STUDENTS which rank they are and their alternate rank. This will aid greatly when they get to 2nd Tier and we place them in octets.

3) Please print the "2015 Student Agreement Form" and distribute to All-State Students AND ALTERNATES. Bring a completed and signed copy of this form for all students (including alternates) to 2nd Tier.

4) **Regarding divisi for 2nd Tier -** for All-State, we will handle divisi according to the same formula we did for Mid-State this year (whereby certain students according to last name split to the High-Middle-or Low Parts). However, since I did not announce this earlier, we will allow students to sing whatever note on their part they've already learned. For example, on SSA Music, some Alto 1's will inevitably sing Soprano 2 to ensure equal part division, but for 2nd Tier Alto 1s can still sing the Alto part. Does that make sense?

\* Please note - I've only floated this policy to state-wide decision makers recently, and while I think they will agree this is what we should do, I feel compelled to tell you I might come back early next week and give you specific divisi instructions. If you don't hear from me otherwise, please operate under the assumption listed above.

5) The schedule hints at this, but those of us with All-State students will be working all or part of the lunch break (most of us start around 12:50 or so), making it nearly impossible to take freshmen off campus for lunch. I think it would be wise to take Gerald and Sandy up on their generous offer to eat pizza and subway on campus that day.

6) Please note that a \$55/All-Stater fee is due by February 13 payable to MTVA. This is less than two weeks after 2nd Tier. I know that I'm filling out a PO from my bookkeeper now to give her ample time to cut a check once rosters for All-State have been finalized on January 31. Please take all necessary steps to ensure your check will be cut and postmarked on time; while we can accept late payments (with fees), this is only to a point as we have to have time to place Alternates and receive payments before MTVA's check is due to TMEA.

7) There is a good chance TMEA will require a notarized health form from all All-State Students. If your program/school already has one, this very well could work. TMEA is also working on a form if you don't already have one. Don't do any work on this yet; I'll let you know as this develops.

8) I think this email informs us all of what we need to know for 2nd Tier, but it's been a while since our Association has even had one (due to snow cancellations), and, in fact, the last time we had a 2nd Tier I was living in Illinois. Thus, the last 2nd Tier I attended (due to being out of

state) was in 2007! All of this is to say that, while I think I've thought through many of the eventualities, please feel free to email me if I've been unclear or if I've forgotten something!

It is a pleasure working with you, and I look forward to seeing you Tuesday night at the meeting and on the 31st!