

SWKMEA Board Meeting

June 12, 2024

10:00 am GCCC Kent Scott Conference Room

Tori Koehn, President

I. Introductions

- a. **Attending In-Person:** Abigail Martinez, Andrew Johnson, Summer Miller, Erika Clausing, Tim Smith, Makenzi Johnson, Ryan Partin, Cory Klaker – **Zoom** – Aaron Hammond, Jeffrey Poort, Martha Saucedo, Troy Johnson, Jason Richins, Laura Kuplic

II. Approval of minutes from June 2023 SWKMEA Summer Board Meeting

- a. Minutes can be found on the district website. Erika Clausing moved to approve and seconded by Summer Miller. Motion Passed

III. Sean-Whistleblower and Conflict of interest forms

IV. Reports

- a. Financial Report – Sean Boller
 - i. 2023-2024 Fiscal Year
 - 1. Income – \$22,824.39
 - 2. Expenses – \$16,049.67
 - 3. Net Income – \$6,379.66
 - 4. Current Balance – \$16,933.44
 - ii. Fees
 - 1. All fees collected except for two schools.
 - 2. Expense from today's mileage and meals will also be deducted.
- b. Mentoring Report – Cory Klaker
 - i. District Meeting
 - ii. State Meetings
 - 1. Cultivating Connections
 - a. September 7th
 - 2. State Mentor Chat
 - a. October 5th
 - b. March 8th
- c. Advocacy Report - Erika Clausing
 - i. No report
- d. Webmaster Report - Troy Johnson
 - i. Website is updated
 - ii. Get your memberships renewed before the season
- e. Facilities Coordinator – Jason Richins
 - i. Biggest Issues is having the January concert limited number of bathrooms.
 - ii. Possibility of moving the concert venue to the civic center
 - iii. Jason is going to look into using the district building and the civic center.
- f. Chair Reports
 - i. HS Band – Mac Knight
 - 1. 2024 Clinician

- a. Dr. Shawn Knopp, Friends University
 - b. Shawn_knopp@friends.edu
- ii. HS Choir – Abigail Martinez
 - 1. 2024 Clinician
 - a. Elise Peterson Olathe South High
 - b. School ElisePeterson@smsd.org
 - 2. 2023 Audition Information
 - a. 380 students auditioned from 29 schools
 - b. 2023 Participating schools: Cimarron, Dighton, Ellinwood, Garden City, Great Bend, Holcomb, Hugoton, Jetmore, Kiowa, Kismet-Southwest, Leoti- Wichita Co, Liberal, Pratt, Scott Community, Syracuse, Ulysses, Cold Water, Dodge City, Meade, Montezuma, Ness City, Rolla, St John, Hudson, Tribune, Pratt-Skyline, Spearville, Johnson-Stanton
 - c. 2023 Audition Numbers
 - i. Sop 1: 46;
 - d. Soprano 2: 55
 - i. 101 total
 - e. Alto 1: 54;
 - f. Alto 2:45
 - i. 99 total
 - g. Tenor 1: 18;
 - h. Tenor 2: 23
 - i. 41 total
 - i. Bass 1: 32
 - j. Bass 2: 21
 - i. total 53
 - 3. Accepted by part:
 - a. Soprano 1: 31
 - b. Soprano 2: 30
 - c. Alto 1: 30
 - d. Alto 2: 30
 - e. Tenor 1: 16
 - f. Tenor 2: 20
 - g. Bass 1: 29
 - h. Bass 2: 19
- iii. HS Orchestra – Summer Miller
 - 1. Northwest location this year
 - 2. 2023 Numbers
 - a. 95 entries
 - b. 87 completed.
 - c. Selected 62
 - 3. 2024 Clinician
 - a. Dr. Creston Herron, Kansas University

- b.
- iv. HS Jazz Band – Makenzi Johnson
 - 1. Clinician for 2024
 - a. James (Jim) Pisano, Wichita State University
 - b. James.pisano@wichita.edu
 - 2. Report from auditions
 - a. 28 entries from 6 schools (Garden City, Dodge City, Liberal, Great Bend, Southwestern Heights, and Larned)
 - b. Breakdown of instruments:
 - i. Alto Sax – 7
 - ii. Tenor Sax - 3
 - iii. Bari Sax - 2
 - iv. Trumpet - 6
 - v. Trombone - 6
 - vi. Piano - 0 (Nominated freshman from Liberal - encouraged to audition next year and said he would)
 - vii. Bass - 2
 - viii. Guitar - 0 (Luke Johnson from Ingalls volunteered his time to play)
 - ix. Drum Set - 2
- v. MS Band – Jeffrey Poort
 - 1. 2024 Clinician
 - a. Kyle Hopkins, McPherson College
 - 2. Auditions
 - a. 122 auditions completed
 - 3. Audition material will stay the same this year and possibly looking at changing it for next year
- vi. MS Choir – Aaron Hammond
 - 1. 2024 Clinician
 - a. Dr. Ryan Beeken, Wichita State University
 - 2. Number of Auditions:
 - a. 68 soprano
 - b. 112 alto
 - c. 46 tenor
 - d. 40 bass
 - e. 266 total
 - f. 7 “empty” auditions
 - 3. Final Roster:
 - a. 50 soprano (3 alternates)
 - b. 50 alto (3 alternates)
 - c. 37 tenor (key issue)
 - d. 38 Basses
 - 4. Number of Participating Schools:
 - a. 24
 - 5. Judges: for each section except alto which had 3

- 6. Cancellations/Scratches:
 - a. 3 altos, 1 bass, 1 tenor.
 - b. 2 alternate altos attended, 1 chose an extracurricular event instead
 - c. At least 1 scratch was for an extracurricular
- 7. Other:
 - a. Huge number of disqualifications
 - b. Starting pitch and key for tenors
 - c. 25 entries with judge comments, most comments from all/most judges.
 - d. Chair issues - judging misunderstanding.
- vii. MS Orchestra – Aubrey Maneth
 - 1. Report from Auditions
 - a. 93 completed entries
 - b. 76 selected students; 6 alternates
 - c. Looking at a new scale assessment for this years audition
 - 2. Clinician for 2024
 - a. Leonardo Rosario, Kansas Wesleyan
 - b. Leonardo.rosario@kwu.edu
- viii.
- ix. Elementary Choir – Laura Kuplic
 - 1. Ben Holcomb, Washburn Rural HS
 - 2. HOLCOTHO@usd437.net
- g. President’s Report from state board meeting – Tori Koehn
 - i. Exhibitors at KMEA more than ever – issue exhibitors leaving early, need more foot traffic on Saturday
 - ii. Festival Update –
 - 1. Piano Rubric Updated
 - 2. Duets added for Instrumental – Strings and Band
 - 3. Discussion held on Athletic events scheduled on State Large Group Day Rule 28
 - 4. Music Manual Changes: p. 54 of Board Book shows new information
 - 5. Megan Hagaman taking Craig Manteuffel
 - 6. Regional Bowling – Similar to 1A basketball information
 - 7. NFHS – Pilot Program of Interim retired music educators to fill vacant positions
 - 8. 1-2A Band – Continued growth, more nominations and participation
 - 9. All-State Choir Music: Damm Music is working on ordering All-State Music to avoid minimum orders and ease getting music from publishers
 - 10. Kansas Music Review – They are working on filling the editor position
 - iii. Mentoring Update –
 - 1. 1 st -5 th year teacher Reception
 - 2. Clinics at ISW
 - 3. Dates for Zoom Meetings:

- a. September 7th – Cultivating Connections 10-11:30 am
 - b. October 5th - 10:30-11:30 am Mentoring Chat
 - c. March 8th – 10:30-11:30 am Mentoring Chat
 - 4. Newsletters – Always looking for things to include
- iv. Early Start Data:
 - 1. Wasn't done for more rehearsal time for All-State Groups, but for clinic sessions to be able to increase.
 - 2. 20 more clinic sessions
 - 3. 4 more performing groups – 43 up from 39
 - 4. Voting Members sign whistle blower/conflict of interest forms
- v. KMEA or NAFME Dues –
 - 1. Increase in NAFME dues based on GNP, KMEA will raise their portion \$2.00 this year and then hopefully not again for a while!
- vi. ISW Registration Fees –
 - 1. \$10 increase in Registration Fee – Help cover concert, increased building/food costs,
 - 2. ISW 2025 – February 26-March 1
 - 3. Martha Gabel SW District Invited Guest
 - 4. President's Concert
 - 5. Instrumental Live Auditions:
 - a. Site Change – Salina Central
 - b. Weather Contingency – Different Location
 - c. Percussion Changes –
- vii. Medical Forms for All-State Musicians
- viii. Discussion about length of all-state rehearsal day –
 - 1. Updating scheduling – Longer day and get rid of evening rehearsal
 - 2. President's Concert still required – tickets for All-State
- ix. Strategic Plan
- x. Music in Our Schools Month
- xi. Advocacy
 - 1. Small Schools – Hotline – Angela Wilczek
 - 2. Recruitment and Retention
 - 3. Lunch for Jrs/Srs at District Ensemble day to promote music education
 - 4. Every other year? Seniors Only?
 - 5. College and Career Fair?
- xii. DEIA – Diversity, Equity, Inclusion, Acceptance
- xiii. Resources for Teachers –
 - 1. Student Involvement Opportunities:
- xiv. Elementary Choir/ML Choir Growth
- xv. KSHSAA Middle Level Festival
- xvi. Performing Group Review –
 - 1. Each conductor can only have one group on the performing group schedule
- xvii. ISW Scheduling Process –

1. Virtual for the first time. Affiliates ranked clinics in order of importance and the president was able to put into the schedule.
- xviii. KBA – Pre-Festival Clinic this year
- xix. KCDA – Moving to Lawrence, discussing ML Festival needs.
- xx. Kodaly and Orff - 10-2 January 25 th Workshop
- xxi. Damm Music – Hosting KCOMTEPS
- xxii. Listening Committee –
 1. 109 Submissions, Increase Band Ensembles
 2. Encourage Performing Group Submissions

V. Old Business

- a. District Website Update
 - i. District Guidelines and bylaws haven't been updated since 2001 or earlier.
 - ii. Need to be updated and create a handbook
 - iii. Tori has started a handbook layout and will format it and send it out to the chairs to check it out and approve it.
 1. Tori will get policies and handbook updated and sent out by the end of the summer for the board to vote on.
 2. Chairs will help by submitting their month by month job description
- b. Re-evaluate Fee Increases
 - i. Feedback from HS Choirs directors about the fee increase. Complaints because we don't use festival scores.
 - ii. Festival Score users are \$4.00 per audition
 - iii. Festival Audition is \$0.75 per audition
 - iv. Tori would like to propose reducing the HS Choir to \$12 dollars to offset the difference in the scoring. Everyone else would stay the same.
 1. Discussion: Abigail would like to flip the audition and participation fee
 2. Current Fees with took in 11,460: If we flipped the fee: 8860
 3. Makenzi Johnson motions to lower the HS Choir audition fee to \$12. Abigail Martinez seconded. Motion passed.

VI. New Business

- a. Choir Audition Conflicts
 - i. Review/Update/Write policy
 1. State Volleyball and State Cross Country will fall on the November audition date.
 2. Exception: In the event of an absence due to a conflict for Live Choral Auditions, the director must notify the HS Choral Chair by the Wednesday prior to live auditions. The recording must include complete cuts recorded continuously of both audition pieces recorded on the first take. The absence is only excusable due to KSHSAA State level events or National or National Qualifying Events for school sanctioned organizations.

3. Tim Smith moves to accept policy as written. Summer Miller seconds. Motion Passed.
- b. MS Choir
 - i. Tenor audition
 1. Suggested Change to Policy to allow tenors to audition in most comfortable key, either C to match the state audition or a-flat (the SWKMEA key)
 2. Tenors may audition in their most comfortable key. Key of C which is the state audition or a-flat the SWKMEA audition fee.
 3. Timothy Smith moved to approve the audition change as stated above. Abigail Martinez, seconded. Motion passed.
 - c. Purchase of Bluetooth Speakers for Choral Auditions
 - i. Abigail will put together a list and submit for approval from board. Executive Director will then buy once approved.
 - d. Clinician/Accompanist Fee
 - i. Other districts sit around \$450.
 - ii. Current rates for SWKMEA
 1. Clinician - \$350 with \$300 expenses
 2. Accompanist - \$200 with \$300 expenses
 - iii. Discussions
 1. HS Jazz, Band, Orchestra, Choir and MS Band, Orchestra - Clinician - \$500 w/ \$300 expenses
 2. MS Choir and Elementary Choir Clinician - \$350 with \$300 expenses
 3. HS Choir Accompanist - \$350 with \$300 expenses
 4. MS and Elementary Choir Accompanist - \$200 with \$300 expenses
 5. Abigail Martinez moved to adjust clinician and accompanist fees. Tim Smith seconded. Motion passed.
 - e. Handbook
 - f. Any other new business?
 - i. Remove Ryan Partin and add Tori Koehn
 - ii. Erika Clausing moved to remove Ryan Partin as a co-signer and add Tori Koehn as acting President and co-signer to our bank account. Summer Miller seconded. Motion Passed.

VII. Other Business/Reminders

- a. Awards - Outstanding music teachers and administrator.
 - i. Requirements and submission form:

<https://swkmea.org/?section=awards&page=ome>
 - ii. One district outstanding director will be considered for the state outstanding music educator award
 1. High School
 2. Middle School
 3. Elementary
 4. Administrator

- b. Chair Duties for the summer
 - i. All Clinicians information needs to be shared with Tori Koehn and Sean Boller
 - ii. Clinician Bios and Pictures-get these to Troy Johnson to add to the webpage.
 - iii. Write instructions and information about event/auditions to be posted on the website.
 - iv. List for each event of equipment needed to be sent to Jason Richins
 - v. Add to database of music performed at honor concerts the last year (if not done already). These are located in the file box function within the KMEA members site.
 - vi. Develop OR add to the list of chair responsibilities, timeline, etc. for future chairpersons, also located in the file box.
 - c. Filebox - MUST DO!! We need to have record of information for each job to ease transition.
 - i. Located under the "District" tab within the KMEA members site
 - ii. Walk-through how to upload information.
 - d. Social Media Engagement -
 - i. Interact with and share social media posts!
 - ii. Facebook, Instagram, Twitter
 - e. CODA Grant – Deadline October 1st
 - f. Small School – Western Kansas Representative Angela Wilczek from Minneola
 - i. Hotline
 - g. Kansas Orff - Western Kansas Presence
- VIII. Adjourn
- a. Motion to adjourn
 - b. Makenzi Johnson moves to adjourn at 12:36 pm. Ryan Partin seconded. Motion passed.