

August 30, 2019

Hello Festival Teachers!

I'd like to introduce myself. My name is Robyn Doege-Brennan, and this is my first year as chairperson for Festival. I've got some major shoes to try and fill so your support and understanding will be greatly appreciated!!

So – here we go! As you know, it's a requirement that each teacher has a copy of the Festival Bulletin. It's also a good idea to refresh yourself on what the rules are, so take a few minutes and review the first several pages in the bulletin. If you need a copy, please contact Knapton Musik Knotes at (608) 758-8660.

Please note the dates and requirements included in this letter...there are some changes. Also, do your best to be prompt with student registrations and payments.... This makes it so much easier to run a successful event and helps you avoid a late fee. Just as last year, a \$25 late fee payable to MacDowell Music Club will be assessed on missed deadlines.

Festival Information, Rating Sheets, and Application forms can be found at www.wfmc-music.org. Navigate to the Federation Festivals tab, and then to the WFMC tab for the links to these forms. Another helpful area on this site is Teacher Support. There's a lot of great information there. If you're not able to access the internet, please let me know. I can have a copy made of what you need and have it available at Knapton Musik Knotes (KMK).

October 1st - If you have less than 16 students in Federation Festival you'll want to call Jan Loucks (608-741-7909) *before October 1*, to find out how your students can be part of the MacDowell Junior Club. This will save you from having to pay the state's minimum requirement.

October 15th - **Wisconsin Federation of Music Clubs dues deadline.** Jon Radmer, the State Membership Chairman, must receive dues by October 15, or you will need to add a \$50 late fee! His **new** address is W5203 Bechaud Beach Dr., Fond du lac, WI 54935. The dues are \$2 for each student you will be entering in Federation Festival. Again, if you have less than 16 students, you can go through the MacDowell Junior Club (see the October 1 deadline info above), otherwise there is a \$32 (equivalent of 16 students) minimum. A subscription to Junior Keynotes magazine is also required at an annual cost of \$6. The total amount for 16 students would be \$38.

November 9th - Jan Loucks needs a tally of the number of students that might be earning a gold cup (and what size cup). She orders gold cups this month, and needs to know as close as possible, how many to order. If you do not give her a cup tally, there is a very good possibility your student may not receive their earned cup until Spring 2021! Her phone number is 741-7909 and her e-mail is jloucks42@charter.net

**** December 1st - Federation Festival Summary/Volunteer Form and Application sheets are due.** The fee is \$18 per **event**. Please start collecting fees from your students now. Make your check payable to WFMC for the entire amount of all your students' entries. **New this year** – Use the Federation Festival Summary/Volunteer form (included with this letter) to submit your entry fees and identify festival volunteers. We need several volunteers from each studio to make this event successful. **New this year** – Please use the Application Sheets to list participating students. This contains all the needed information....why make two lists! Please drop these off at Knapton Musik Knotes, 475 Milton Ave, Janesville, WI 53545.

You can email me the form(s) and mail the check to Knapton Musik Knotes, postmarked by November 30th.

January 1st - Judges' Rating Sheets are due. **Please enter your teacher's code as follows on the top right corner of the rating sheet:** The first two letters of your last name and the first letter of your first name, all in

caps. For instance, mine would be DOR; Jan Loucks' would be LOJ. *Also, please put student's last name first on the rating sheets!!* This makes it so much easier on the people who work the registration desk on the morning of Festival. Forms can be mailed or dropped off at Knapton Musik Knotes. Also, if you have a student **that has a time conflict** (basketball game, gymnastics meet, etc.), please let me know of a general time that will be best for them (example: before 10:00 am, after 1:00pm, etc). No time conflicts will be accepted after this date. Again, because of the huge number of students, I cannot guarantee time requests, but will do my best. Please do not ask for specific times (Johnny needs to play at 8:30). **Please do not ask your student if they have a preference in time.**

Late January - You will receive a list of your students' scheduled festival times. No changes will be made after the schedule has been made! Therefore, I cannot stress enough how important it is to make sure you know if your students have other activities scheduled on that day. Please talk to their parents sooner than later....makes it easier for everyone!

February 8th - Federation Festival at The Wisconsin Center for the Visually Handicapped, 1700 W. State Street. The Woman's Club, 108 S. Jackson, will also be used for the more advanced piano entries.

NEW THIS YEAR – February 22nd – Federation Festival Make-up day. It's so frustrating to have worked and prepared for Festival only to get sick and not be able to perform. So, on a trial basis, we're going to provide for a Festival Make-up Day to be held at Knapton Musik Knotes. If your student is ill and cannot make the February 8th date, they have the opportunity to make it up here. Please note, this is only for students who were too ill to perform on the 8th, it's not being offered as an alternative date. If they're simply not available on the 8th, they need to reach out to other area festivals and transfer. There will be an additional \$10 fee per event should your student need to perform on the make-up day for judges stipend.

February 25th - Please email a picture of each student that has earned a cup. (brennansmusicstudio@gmail.com) This CAN be done before this date, but won't be accepted after this date. You are certainly welcome to collect this in January from your students and email it to me a month early! The Gazette requires digital copies so email only, please.

Thank you in advance for paying close attention to these dates. If you have any questions, please feel free to call, text, or e-mail me. Thank you for understanding the need to be prompt with all paperwork and dues. Your acceptance of these deadlines is truly appreciated!

See you in February!

Robyn

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