

FLORIDA ELEMENTARY MUSIC EDUCATORS ASSOCIATION



Dear Parent/Guardian:

Congratulations! Your child has been selected to participate in the 2025 Florida Music Education Association All-State Elementary Chorus. This is quite an honor and we hope that it is an enjoyable and memorable experience for you and your child.

A “Reminder for Parents and Participants” list is included with this letter to help you make the necessary arrangements for your child. Please be sure that all money and forms are sent to your music teacher by the due date. **All fees and forms sent from the music teacher to the All-State Paperwork Office must be paid online by the teacher, by October 25.** *All fees are non-refundable.* You may invite family and friends to the concert on Thursday, January 9, 2025. They will need to purchase a ticket at <https://fmea.org/conference/tickets>.

Students and teachers will be engaged in many aspects of music during this convention. There will be many sessions taking place and the Exhibit Hall will be filled with a wide array of music products. We encourage you to take advantage of this opportunity and visit sessions or exhibits that interest you.

Everyone in the Convention Center must wear a conference badge at all times. This includes teachers, chaperones, spouses and students. Wearing your conference badge will enable you to take full advantage of the Exhibit Hall and sessions you may wish to attend. Your child’s music teacher will issue this badge to you in Tampa. *Please stay alert to any COVID protocol updates. We will know more about any requirements closer to the concert.*

You will note in the information packet that you need to stay in or nearby the rehearsal with your child. To make this time more pleasant for you, you may wish to bring something to do. Reading, crossword puzzles or anything that can be done quietly and in a small space will be suitable. Unfortunately, free WIFI is not provided within the convention center.

Please remember that children who are not in the Elementary Chorus are not permitted in the rehearsal area, and that non-participating children are not allowed in the Convention Center except to attend the concert.

Please be sure to check the rehearsal schedule to plan meals and healthy snacks for your child. Due to the start time of the Wednesday rehearsal, please have lunch before check-in begins at noon. We want them at their best for focus and performance. 100% attendance is required so have them in place a minimum of ten minutes before the start time.

Hotel rooms sell out quickly in Tampa; be sure to make your reservations early. Talk with your teacher about possible options.

If you have any questions, please do not hesitate to contact your music teacher.

Sincerely,

Ruthie Antmann and Alex Gartner

FMEA All-State Elementary Chorus Coordinator

PARTICIPATION REQUIREMENTS

Participants must:

- practice and be able to play assigned parts from memory on **Wednesday, January 8, 2025**.
- agree to wear a long-sleeved white button-down dress shirt, black dress pants or slacks with pockets (no jeans or leggings), and black low-heeled (no high heels) dress shoes for the concert performance. No hats, neckties or sweaters, please.
- agree to participate in *all* rehearsals and the concert to be held in Tampa from **Wednesday, January 8, 2025**, through the concert on **Thursday, January 9, 2025**.
- review the Participant’s Contract which specifies appropriate conference behavior.
- follow any public health guidelines given by FMEA or the Tampa Convention Center.

Participant’s Parent/Guardian must:

- agree to pay all **FEMEA** fees: \$35.00 All-State materials fee before the **October 19** postmark deadline.
- agree to pay **FMEA** conference fees: \$75 for your student - one chaperone **free**, second chaperone paid (\$75; your child’s music teacher will let you know how to do this). Your child’s music teacher will register you and the students.
- agree to pay all lodging, food and transportation costs.
- agree to serve as a chaperone for the child for the duration of the rehearsals and concert or designate an adult guardian (other than the music teacher) to serve as chaperone.
- agree to provide the child with a long-sleeved white button-down dress shirt, black dress pants or slacks with pockets (no jeans or leggings), and black low-heeled (no high heels) dress shoes for the concert performance.
- sign and return any forms that your child’s music teacher may require. This includes the **All-State Elementary Chorus Participant Contract**, and any permission forms required by your county.

REHEARSAL AND PERFORMANCE SCHEDULE

Students must participate in *all* rehearsals and the concert. Times are subject to change.

Wednesday, January 8, 2025	
12:00-1:00pm	Registration, Tampa Convention Center (TCC) first floor
1:00-6:00pm	Rehearsal, TCC 116
Thursday, January 9, 2025	
8:00 am - 11:00 am	Rehearsal in TCC 112 (Parent seating in rooms 107-108)
11:00 am - 11:45 am	Break
11:45 am - 12:45 pm	Rehearsal
12:45 pm - 1:15 pm	Warm Up and Sound Check, Ballroom
1:30 pm - 2:00 pm	Concert, Ballroom A-B-C TCC
2:00 pm	Students picked up by one parent in Ballroom D

It is suggested to have a good breakfast before 8am rehearsal on Thursday.

PLEASE NOTE: *A parent or guardian other than the music educator is required to accompany each child to the rehearsal site and to supervise the child at all non-rehearsal times. This includes restroom breaks and meals.*

REMINDERS FOR PARENTS

_____ Did you send the \$35 Materials Fee to the music teacher in time to make the **October 25** postmark deadline?

_____ Did your child’s music teacher inform you how to pay the Conference fee?

_____ Did you fill out a school or county form for out-of-county field trips which your music teacher may have provided for you? Each county has different requirements, so this form may not be required of you.

_____ Did you sign the Participant Contract?

- _____ Do you have Tampa hotel arrangements for at least one night, unless you are within commuting distance to the rehearsal and performance site? You will need to be in Tampa by 11:00 am on Wednesday, January 8, 2025. **Allow yourself up to an hour for parking and have cash available for parking fees.**
- _____ Have you made sure that your child has the required clothing to perform?
- _____ Have you made arrangements to meet the music teacher in Tampa before you come to the All-State Elementary Chorus registration area? The music teacher registers for the child.
- _____ Is there a designated adult (other than the music educator) to serve as a chaperone for the child for the rehearsals and concert?
- _____ Have you made arrangements for children in your party who are not All-State participants? *It is an All-State policy that the only children allowed in the Convention Center during rehearsals are the participants.*

REMINDERS FOR ELEMENTARY CHORUS STUDENTS:

- _____ Did you sign the Participant’s Contract and return to your music teacher? (This should have been completed with the original audition packet.)
 - _____ Do you have concert clothes: a long-sleeved white button-down dress shirt, black dress pants or slacks with pockets (no jeans or leggings), and black low-heeled (no high heels) dress shoes for the concert performance?
 - _____ Did you memorize your music?
 - _____ Did you pack your music for the rehearsals in Tampa?
- _____ *I have a student needing special accommodations. I will contact the coordinators with more information.*

CHECKLIST FOR TEACHERS

- _____ Celebrate the success of your student!
- _____ Send the forms home with each selected student.
- _____ Collect the Materials Fee (\$35) for each student, and \$25 for the teacher.
- _____ Print the **Participant Contract** for each student by logging into the FMEA website.(see below)
- _____ **NEW INFO-** To pay the **Materials Fees**, log into FMEA website>scroll down to *Enter All-State Auditions* and click>on the right hand side, click on **Materials Fee Invoice** to pay your fees. Follow the instructions on this page for payment either by [credit card](#) or check. [Upload Digital Submission/Online Payment Confirmation Here](#). **Music cannot be accessed until this has been received.**
- _____ Make copies of these forms and keep the copies for your records.
- _____ It is your responsibility to satisfy your county’s requirements for overnight trips. You may need to fill out special forms or secure special permission. Contact your music supervisor or your principal for information.
- _____ Notify Ruthie Antmann or Alex Gartner about any students needing special accommodations.
- _____ Pre-register for the conference. Forms will appear in the *Florida Music Director* and online at www.flmusiced.org. A conference registration fee of \$75 per student will be required at this time. **Include your student and parent registration with yours.** Ticket information can be found in the *Florida Music Director* and online. Only adults with proper conference identification will be allowed to observe rehearsals. Children who are not participating in the Elementary Chorus will not be allowed in the Convention Center except to attend the concert. Send this money to **FMEA** with your conference registration form.
- _____ Send housing information home to the parents of your student(s). This information will be in the *Florida Music Director* and online. They must make their own hotel reservations.

- _____ Remind your student(s) and parents to be aware of the schedule to plan healthy eating and not be late.
- _____ Arrange a meeting place in Tampa for you, your student(s) and their chaperone(s) as they may only register with the teacher. The registration lines will be arranged alphabetically by the music teacher's last name.
- _____ Bring the following information with you to Tampa and keep it with you at all times:
 1. The name of the hotel(s) housing your student(s).
 2. The parent names, home addresses, cell phone and home phone numbers of your student(s).
- _____ Provide the parents of your student(s) with your cell phone number or your Tampa hotel phone number.
- _____ At conference, if not done beforehand, sign up for a time to monitor the rehearsals as required. Plan on an hour minimum. There may be other tasks you can sign up for as well.

ALL STUDENTS, CHAPERONES AND MUSIC TEACHERS MUST BE IN TAMPA FROM WEDNESDAY, JANUARY 8 BEFORE 11:00, THROUGH THE CONCERT ON THURSDAY, JANUARY 9, 2025.

Music teachers **MUST** check in with FMEA and pick up badges ***before noon on Wednesday***. Music teachers **MUST** check their students in at the rehearsal site ***between 12:00-1:00 PM on Wednesday***. If you know that you cannot be present at registration, please do not send your children. It is confusing and disturbing for children and parents when the teacher is not present to answer questions and assist the students in starting rehearsals. If you have a last-minute emergency, it is your responsibility to contact another teacher who will be attending All-State and make arrangements for that teacher to be responsible for your children. Teachers who fail to do this will not be allowed to participate in the 2026 All-State Elementary Chorus and the principal will receive a letter describing the situation.

As soon as you know that any of your children will be unable to participate in All-State, it is your responsibility to contact the coordinators, Ruthie Antmann and Alex Gartner, at allstatechorus@fmea.flmusiced.org. In the event one of your accepted students cannot participate, we are NOT able to replace them with any other student.