

Memo

Date: October 3, 2016

To: Debra Bringman, DCPC #4

From: Emily Mock, Music Services Specialist

Re: DCP Advancement – Region #4

Dear Debra,

This is to notify you that Margaret (Peggy) English (Assistant Director of Scenic City Chorus) has advanced to the level of certified director.

Enclosed is the certificate that you, your Director Coordinator or your Education Coordinator may want to present at a regional event or on an individual basis.

Feel free to contact me if you have any questions.

Enclosures to follow in hard copy.

cc: Education Direction Committee Chair
Natalie Allen, ED #4
Tamatha Goad, Sr. Director of Marketing and Communications
Katie Grassmyer, Director of Music Services
Stephanie Darling, Managing Editor/Staff Writer
Martha Clemons, Education Coordinator
Molli McDaniel, Education Coordinator
Kirsten Johnson, Music Services Coordinator
Lauren Stark, Marketing and PR Coordinator
Emily Mock, Music Services Specialist- DCP

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 20 16 - 20 17

CONFIDENTIAL

DCP Member's Name Peggy English
Chorus Name Scenic City

Region # 4

Classification:

☐ Director/Co-Director

☒ Associate/Assistant Director

☐ Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

7 **1. Directing** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.
Date of evaluation: 9/26/16

6 **2. Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.
Date of evaluation: 6/20/10

8.4 **6. Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.
Date of exam: 8/22/15

8.5 **7. Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.
Date of exam: 9/28/14

10 **9. Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.
Date of exam: 6/14/14

9.3 **10. Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates- take Part 2 only. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.
Date of evaluation: 7/28/16
Score Part 1: 4.3 Score Part 2: 5 (6/2010)
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

9 **3. Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.
Date of exam: 6/28/14

8.4 **4. Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.
Date of evaluation: _____
Score Part 1: 8/15/15 Score Part 2: _____
(Max. 10 pts.) (Max. 5 pts.)
Enter Part 1 or Part 2 above. **Do not total both scores.**

8.82 **5. Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.
Date of evaluation: 7/28/16
Score Part 1: 3.82 Score Part 2: 5 (8/28/15)
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

9.1 **8. Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.
Date of evaluation: 7/28/16
Score Part 1: 4.1 (7/28/16) Score Part 2: 5 (8/28/15)
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

SCORE AND ADVANCEMENT REQUIREMENTS

Approved Director: Self-evaluation form is on file with the ED/DCP Coordinator; combined scores of at least 50 points in all ten skill areas; must have attended a regional or international educational event within the last 12 months

Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 7 points in the area of directing skills, a combined minimum score in the five remaining musical/technical areas of at least 33 points and a minimum of 6 points in each area, and at least 26 points in management/communications skills with a minimum of 4 points in each area; must have attended a regional or international educational event during the past 12 months; and must be currently serving as director/co-director or associate/assistant director of a chartered Sweet Adelines International chorus

Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, excluding bonus points, and must have been the chorus' director for at least one year

49.2 Total score received in musical/technical skills

35.32 Total score received in management/communication skills

84.52 Total score received in all skills

List attendance at regional/international education events in the last 12 months.

Please give specific dates for each event: June 10, 11, 2016 - Region Four Director's workshop and summer meeting with Karen Breidert. April 2016 Regional Contest.

COMMENTS BY DCP COORDINATOR:

STATUS

_____ Date applied to DCP
_____ Date advanced to Approved Director
9/29/16 Date recommended to Certified Director
_____ Date recommended to Master Director
_____ Date reaffirmed at current status

Date: 9/29/16

Signed: Debra A. Brungie
DCP Coordinator

Region # 4

cc: DCP Participant
Music Services
DCP Coordinator

FOR OFFICE USE ONLY

Date verified classification: _____ Chapter # _____
DCP Member _____ Chapter President _____
Address _____ Address _____

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 20¹⁵ - 20¹⁶

CONFIDENTIAL

DCP Member's Name Peggy English

Region # 4

Chorus Name K-Town Sound

Classification:

☐ Director/Co-Director

☒ Associate/Assistant Director

☐ Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

1 **1. Directing** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation: _____

5 **2. Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.

Date of evaluation: 9/28/14 - needs to score at least a 6

8.4 **6. Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.

Date of exam: 8/22/15

8.5 **7. Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.

Date of exam: 9/28/14

10 **9. Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.

Date of exam: 6/14/14

10. Rehearsal Planning & Implementation 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates- take Part 2 only. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.

Date of evaluation: _____

Score Part 1: _____ Score Part 2: _____
(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

9 **3. Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.

Date of exam: 9/28/14

8.4 **4. Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: 8/15/15

Score Part 1: 8.4 Score Part 2: _____
(Max. 10 pts.) (Max. 5 pts.)

Enter Part 1 or Part 2 above. Do not total both scores.

5. Management - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: _____; 8/28/15

Score Part 1: _____ Score Part 2: 5
(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

8. Communication - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.

Date of evaluation: _____; 8/28/15

Score Part 1: _____ Score Part 2: 5
(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

SCORE AND ADVANCEMENT REQUIREMENTS

- Approved Director: Self-evaluation form is on file with the ED/DCP Coordinator; combined scores of at least 50 points in all ten skill areas; must have attended a regional or international educational event within the last 12 months
- Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 7 points in the area of directing skills, a combined minimum score in the five remaining musical/technical areas of at least 33 points and a minimum of 6 points in each area, and at least 26 points in management/communications skills with a minimum of 4 points in each area; must have attended a regional or international educational event during the past 12 months; and must be currently serving as director/co-director or associate/assistant director of a chartered Sweet Adelines International chorus
- Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, excluding bonus points, and must have been the chorus' director for at least one year

31.9 _____ Total score received in musical/technical skills

27.4 _____ Total score received in management/communication skills

59.3 _____ Total score received in all skills

List attendance at regional/international education events in the last 12 months.

Please give specific dates for each event: Regional contest - April 2015, Fall Fling - August 2015

COMMENTS BY DCP COORDINATOR: in order to advance to certified director, Peggy needs to complete modules 1, 4, 5(part 1 only), 8(part 1 only) and 10. She also needs to re-take module 2 to raise her score above a 6 or higher.

STATUS

_____ Date applied to DCP

_____ Date advanced to Approved Director

_____ Date recommended to Certified Director

_____ Date recommended to Master Director

_____ Date reaffirmed at current status

Date: 9/13/15 _____

Signed: Natalie Allen
DCP Coordinator

Region # 4

cc: DCP Participant
Music Services Department
DCP Coordinator

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Date verified classification: _____ Chapter # _____

DCP Member _____ Chapter President _____

Address _____ Address _____

SCORE AND ADVANCEMENT REQUIREMENTS

Approved Director: Self-evaluation form is on file with the LD/DCP Coordinator; combined scores of at least 50 points in all ten skill areas; must have attended a regional or international educational event within the last 12 months

Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 7 points in the area of directing skills, a combined minimum score in the five remaining musical/technical areas of at least 33 points and a minimum of 6 points in each area, and at least 26 points in management/communications skills with a minimum of 4 points in each area; must have attended a regional or international educational event during the past 12 months; and must be currently serving as director/co-director or associate/assistant director of a chartered Sweet Adelines International chorus

Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, excluding bonus points, and must have been the chorus' director for at least one year

Total score received in musical/technical skills
Total score received in management/communication skills
Total score received in all skills

List attendance at regional/international education events in the last 12 months:
Please give specific dates for each event:

COMMENTS BY DCP COORDINATOR:

STATUS

Date applied to DCP
Date advanced to Approved Director
Date recommended to Certified Director
Date recommended to Master Director
Date reaffirmed at current status

Date: _____ Signed: _____ DCP Coordinator _____ Region # _____

cc: DCP Participant
Music Services Department
DCP Coordinator

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Date verified classification:

DCP Member _____ Chapter # _____
Address _____ Address _____

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CONFIDENTIAL

Report for fiscal year 20 _____ - 20 _____

CONFIDENTIAL

DCP Member's Name Peggy Engle Region # 4

Classification: ☐ Director/Co-Director ☒ Associate Assistant Director ☐ Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

1. **Directing** - 10 points possible for all classifications. Includes roles, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.
Date of evaluation: _____

2. **Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.
Date of evaluation: 6 6/10

6. **Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.
Date of exam: _____

8.5 **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal style.
Date of exam: 9/28/14

10 **Musical Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.
Date of exam: 6/14/14

9.3 **Rehearsal Planning & Implementation** - 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates - take Part 2 only. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.
Date of evaluation: 8/28/14
Score Part 1: 4.3 Score Part 2: 5 6/10
(Max. 5 pts) (Max. 5 pts.)
Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

3. **Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure; appointments; elected officials; committees and their duties; organizational philosophy; policies; terminology.
Date of exam: 8/28 8/28/14 9/28/14

4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills section unity, bandstand style.
Date of evaluation: 8/4 8/15/15
Score Part 1: 8.4 Score Part 2: _____
(Max. 10 pts.) (Max. 5 pts.)

8.8 **Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Scheduling, training, utilizing musical leaders, working with chapter administration.
Date of evaluation: 8/28 8/28/15
Score Part 1: 3.82 Score Part 2: 5
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

9.1 **Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, singing members and others.
Date of evaluation: 8/15/15
Score Part 1: 4.12 Score Part 2: 5
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

DIRECTOR CERTIFICATION PROGRAM

SKILL AREA EVALUATION

CONDUCTING SKILLS

Participant's Name Peggy English

Chapter Scenic City

Date Sept. 26, 2016

Classification: Director/Co-director _____ Assoc./Asst. dir. X Candidate _____

Instructions to Evaluator:

Evaluation based on (check one):

_____ actual observation X videotaped example

Based on your observation, evaluate the participant's conducting skills by assigning a numerical rating of 1 - 5 (5 = highly effective, 1 = ineffective) for each item.

1. 3 Demonstrates understanding of ictus through appropriate breaths and downbeats
2. 3 Demonstrates ability to keep a steady tempo in an uptune
3. 4 Demonstrates *rubato* technique appropriate to the interpretation of a barbershop ballad
4. 4 Demonstrates ability to indicate attacks and releases clearly
5. 4 Exhibits congruency between mouth posture and hand motions
6. 3 Exhibits body posture appropriate for good singing
7. 4 Avoids body posture distractions
8. 4 Maintains eye contact with the performing unit
9. 3 Exhibits facial posture appropriate for expressive singing
10. 3 Demonstrates ability to communicate dynamics effectively

35 **Total Points**

Divide total points by 5 = 7 TOTAL SCORE (Maximum 10)

Evaluator Kim Wonders Date 9/26/16

Education Coordinator Signature _____ Date _____

SKILL AREA 5, PART 1: MANAGEMENT SKILLS

COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Peggy English
Chapter K-Town Sound Date 7/28/16
Skill Area 5, Part 1 is to be completed for Director/Co-director and Assoc/Asst. director only.
Classification: Director/Co-director _____ Assoc/Asst. dir. X

1. Enter the corresponding value from each individual evaluation.
2. Add all values to get total points.
3. Divide by the number of non-blank responses (12 or fewer) to get the score for each item.

See
eval PS.
for individual
pts.

	total points	divided by	no. of responses	ITEM SCORE
The participant selects and utilizes chorus members to assist her in the chapter's musical program.	<u>18</u>	<u>5</u>	<u>3.6</u>	
The participant provides training for the music staff members.	<u>19</u>	<u>5</u>	<u>3.8</u>	
The participant delegates duties to members showing strength in special areas.	<u>18</u>	<u>5</u>	<u>3.6</u>	
The participant works effectively with chapter administration.	<u>30</u>	<u>7</u>	<u>4.3</u>	
The participant develops, trains and utilizes a music team that makes it possible for each chorus member to receive individual assistance.	<u>19</u>	<u>5</u>	<u>3.8</u>	

Maximum total score, Skill Area 5 — Part 1 is 5 points.

Sum ITEM SCORES = 19.1 ÷ 5 = 3.82 TOTAL SCORE, Skill Area 5, Part 1

Evaluator Debra A. Bringman Date 8/5/16
ED Signature _____ Date _____

SKILL AREA 10, PART 1: REHEARSAL PLANNING & IMPLEMENTATION
COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Peggy English
Chapter K-Town Sound Date 7/28/16
Skill Area 10, Part 1 is to be completed for Director/Co-director and Assoc/Asst. director only.
Classification: Director/Co-director _____ Assoc/Asst. dir. X

1. Enter the corresponding value from each individual evaluation.
2. Add all values to get total points.
3. Divide by the number of non-blank responses (12 or fewer) to get the score for each item.

	total points	divided by	no. of responses	ITEM SCORE
Begins rehearsal on time.	<u>37</u>	<u>8</u>	<u>4.6</u>	
Includes time for the associate/assistant director(s) and choreographers, as needed.	<u>25</u>	<u>6</u>	<u>4.2</u>	
Provides sufficient vocal warm-up.	<u>37</u>	<u>8</u>	<u>4.6</u>	
Planned schedule for rehearsals is evident.	<u>36</u>	<u>8</u>	<u>4.5</u>	
Provides a challenging pace and variety for the rehearsal format.	<u>33</u>	<u>8</u>	<u>4.1</u>	
Rehearses existing repertoire.	<u>35</u>	<u>8</u>	<u>4.4</u>	
Works on new repertoire.	<u>34</u>	<u>8</u>	<u>4.2</u>	
Provides time for introduction and acknowledgment of guests.	<u>31</u>	<u>7</u>	<u>4.4</u>	
Appears to know the music thoroughly.	<u>39</u>	<u>8</u>	<u>4.8</u>	
Ends rehearsal on time.	<u>37</u>	<u>8</u>	<u>4.6</u>	

(tabulation sheet continued on next page)

see
Excel
PS.
for
individual
pts.

Gives criticism and praise appropriately.
_____ = 29 ÷ 8 = 3.6

Seems to spend the proper amount of time
on each activity.
_____ = 32 ÷ 8 = 4.0

Demands an appropriate level of achievement
from the chorus.
_____ = 31 ÷ 8 = 3.8

Provides appropriate rest periods.
_____ = 32 ÷ 7 = 4.5

Maintains an even temperament.
_____ = 34 ÷ 8 = 4.2

Maximum total is 5 points.

Sum ITEM SCORES = 64.5 ÷ 15 = 4.3 TOTAL SCORE, Skill Area 10, Part 1

Evaluator Debra A. Bringham Date 8/5/16
ED Signature _____ Date _____