



SWEET ADELINES INTERNATIONAL

INTERNATIONAL HEADQUARTERS: 9110 South Toledo Avenue • Tulsa, OK 74137
PHONE: 918.622.1444 TOLL-FREE: 800.992.7464 FAX: 918.665.0894

Sweet Adelines International is a worldwide women's singing organization committed to advancing the musical art form of barbershop harmony through opportunities in education, performance and competition.

June 28, 2017

Mrs. Pamela D. Ross
7962 Black Oak Dr
Plainfield, IN 46168
United States

Dear Pamela:

On behalf of the Education Direction Committee, I want to congratulate you on your advancement to **Certified Director** in the Director Certification Program. Recommendation for advancement was based on your achievement in each of the ten skill areas. The committee is pleased to approve that recommendation.

Enrollment in this program, and your efforts to successfully complete the requirements for advancement, attest to your desire to continue developing your skills as a Sweet Adelines chorus director. Best wishes in reaching your next goal in the program.

Sincerely,

Emily Mock
Competition Services Coordinator

Memo

Date: June 28, 2017

To: Deb Bringman, DCPC #4

From: Emily Mock, Competition Services Coordinator

Re: DCP Advancement – Region #4

Greetings Deb,

This is to notify you that Pamela Ross (Assistant Director of Capital City Chorus) has advanced to the level of certified director.

A certificate that you, your Director Coordinator or your Education Coordinator may want to present at a regional event or on an individual basis, has been mailed to you.

Feel free to contact me if you have any questions.

cc: Education Direction Committee Chair
Natalie Allen, Regional Education Coordinator #4
Tamatha Goad, Sr. Director of Marketing and Communications
Jennifer Haggard, Sr. Director of Events and Competition Services
Stephanie Darling, Managing Editor/Staff Writer
Lauren Stark, Marketing and PR Manager
Molli McDaniel, Education Coordinator
Kirsten Johnson, Competition Services Coordinator
Emily Mock, Competition Services Coordinator - DCP

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

CONFIDENTIAL

Report for fiscal year 20 17 - 20 18

CONFIDENTIAL

DCP Member's Name Pam Ross
Chorus Name Capital City Chorus

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

8.2 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: 2-16/15

8 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: 6/19/17

7.2 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: 6/10/16

8.5 7. Vocal Production - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.
Date of exam: 3/1/16

7.2 9. Music Theory - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.
Date of exam: 1/28/16

9.9 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: 8/28/16
Score Part 1: 4.9 Score Part 2: 5.0
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

8 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: 4/9/15

9.3 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: completed 6/22/17
Score Part 1: 4.7 (6/22/17) Score Part 2: 4.6 (6/15/16)
(Max. 10 pts.) (Max. 5 pts.)
Enter Part 1 or Part 2 above. **Do not total both scores.**

9.7 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: 9/15/16
Score Part 1: 4.7 (9/15/16) Score Part 2: 5 (8/28/15)
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

9.8 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: 4.8 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

49 _____ Total score received in musical/technical skills

37.1 _____ Total score received in management/communication skills

86.1 _____ 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 Leaders Workshops Sept. 2016 and June 2017

COMMENTS BY DCP COORDINATOR: _____

STATUS

_____ Date applied to DCP
_____ Date advanced to Approved Director
6/26/17 _____ Date recommended to Certified Director
_____ Date recommended to Master Director
_____ Date reaffirmed at current status

Date: 6/26/17

Signed: Debra A. Bringman
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 _____

Module 4 Teaching

Question #														Total Points	No. Resp	Item Score		
1		5	4	5	4	4	5	5	5	5	4	4	51	11	4.6363636			
2	3	5	4	5	5	4	5	5	5	5	4	4	54	12	4.5			
3		5	4	5	4	4	5	5	5	5	3	3	48	11	4.3636364			
4	3	5	4	5	5	4	5	5	5	5	3	4	53	12	4.4166667			
5	3	5	5	5	5	4	5	5	5	4	5	3	54	12	4.5			
6		5	5	5	5	5	5	5	5	5	5	4	54	11	4.9090909			
7	4	5	5	5	4	4	5	5	5	5	5	5	57	12	4.75			
8	4	5	5	5	5	5	5	5	5	5	5	5	59	12	4.9166667			
9	4	5	5	5	5	5	5	5	5	5	5	3	57	12	4.75			
10	4	5	4	5	5	5	5	5	5	5	4	5	57	12	4.75			
																46.492424	4.649242	4.6

Module 5 Management

Question #														Total Points	No. Resp	Item Score		
1		4	5		5		5	4	5		4			32	7	4.5714286		
2		5	5		5		5	5	5		4			34	7	4.8571429		
3	3	5	5		5		5	5	5					33	7	4.7142857		
4	4	5	5		5		5	5	5		4	1		39	9	4.3333333		
5		5	5		5		5	5	5					30	6	5		
																23.47619	4.695238	4.7

Module 8 Communication

Question #														Total Points	No. Resp	Item Score		
1	3	5		5	5	5	5	5	5	5	5	5	5	48	10	4.8		
2	4	5	4	5	5	4	5	5	5	5	4	4	55	12	4.5833333			
3	3	5	5	5	5	5	5	5	5	5	5	5	58	12	4.8333333			
4	4	5	5	5	5	5	5	5	5	5	5	5	59	12	4.9166667			
5	3	5		5	5	5	5	5	5	5	5	5	48	10	4.8			
6	3	5		5	4	5	5	5	5	5	5	4	51	11	4.6363636			
7	4	5	5	5	5	5	5	5	5	5	5	5	59	12	4.9166667			
8	3	4	5	5	5	5	5	5	5	5	5	3	55	12	4.5833333			
9	2		5	5	5	5	5	5	5	5	5	5	52	11	4.7272727			
10	4	5	5	5	5	5	5	5	5	5	5	5	59	12	4.9166667			
																47.713636	4.771364	4.8

Module 10 Rehearsal Planning & Implementation

Question #														Total Points	No. Resp	Item Score	
1	5	5	5	5	5	5	5	5	5	5	5		50	10	5		
2		5	5	5	5	5	5	5	5	5	5		35	7	5		
3	5	5	5	5	5	5	5	5	5	5	5	2	52	11	4.7272727		
4	4	5	5	5	5	5	5	5	5	5	5	5	39	8	4.875		
5	4	5	5	5	5	5	5	5	5	5	3.5		42.5	7	6.0714286		
6		5	5	5	5	5	5	5	4	5	5	3	42	9	4.6666667		
7	5	5	5	5	5	5	5	5	5	5	5	3	53	11	4.8181818		
8		5	5	5	5	5	5	5	5	5	5		40	8	5		
9	5	5	5	5	5	5	5	5	5	5	5	3	58	12	4.8333333		
10	5	5	5	5	5	5	5	5	5	5	5		45	9	5		
11	5	5	5	5	5	5	5	5	5	5	5	2	57	12	4.75		
12	4	5	5	5	5	5	5	5	5	5	5		44	9	4.8888889		
13	4	5	5	5	5	5	5	5	5	5	5		49	10	4.9		
14		5	5	5	5	5	5	5	4	5	5		29	6	4.8333333		
15	5	5	5	5	5	5	5	5	5	5	5	3	53	11	4.8181818		
														74.182287	4.945486	4.9	

Module 4 Teaching (6/22/17)

Question #														Total Points	No. Resp	Item Score		
1	5	5	5	5	5	5	5	5	5	5	5		50	12	4.1666667			
2	5	5	5	5	4	5	5	4	5	5	5		48	12	4			
3	5	5	5	5	5	5	5	5	5	5	5		50	12	4.1666667			
4	5	5	4	4	5	5	4	5	5	5	5		47	12	3.9166667			
5	5	5	4	5	5	5	5	5	5	5	5		49	12	4.0833333			
6	4	4	5	4	4	5	4	5	5	5	5		45	12	3.75			
7	4	4	3	4	4	5	5	5	5	5	4		43	12	3.5833333			
8	5	5	5	5	5	5	5	5	5	5	5		50	12	4.1666667			
9	5	5	5	5	4	5	5	4	5	5	5		48	12	4			
10	4	4	4	4	4	5	5	5	5	5	5		45	12	3.75			
11	4	5	5	5	4	4	5	5	5	5	5		47	12	3.9166667			
12	4	4	4	4	5	5	4	4	5	5	4		43	12	3.5833333			
																47.083333	4.708333	4.7

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 2 EVALUATION
ANALYTICAL LISTENING SKILLS**

Participant's Name Pam Ross
Chapter Capital City Date 6-16-17
Classification: Director/Co-director 0 Assoc/Asst. dir. X Candidate

Listen to each recorded example and circle the correct answer.

1. This selection would be greatly improved by:
 - a. Better synch
 - ☒ b. Better forward motion
 - c. Better unity
 - d. Better note accuracy
2. The major problem with this part of the tag is:
 - a. Clarity of words
 - b. Breath support
 - c. Over singing
 - ☒ d. Harmony accuracy
3. Your first priority to improve in this selection should be:
 - ☒ a. Synchronization
 - b. Chord clarity
 - c. Dynamic variation
 - d. Phrase endings
4. This selection is a good example of:
 - a. Inaccurate intervals
 - ☒ b. Consistent tempo
 - c. Unmatched vowels
 - d. Ringing chords
- ~~5.~~ The balance problem in this selection is:
 - a. Lack of bass
 - ☒ b. Lack of bari
 - ☒ c. Lack of lead
 - d. Lack of tenor

6. This intro is a shining example of:
- a. Well developed vocal skills
 - b. Synchronization errors
 - ☒ c. Tuning problems
 - d. Over singing
7. In this example, to improve the balance you would:
- ☒ a. Strengthen the lead line
 - b. Strengthen the bari line
 - c. Strengthen the bass line
 - d. Tell the tenors to pipe down
8. The pitch-taking for this song could be described as:
- a. Strong and accurate
 - b. Tentative and weak
 - ☒ c. Out of tune
 - d. Good solid foundation to begin on
9. The quality of synchronization at the start of this selection:
- a. Is strong and together
 - ☒ b. Creates chord and word clarity issues
 - c. Impedes the forward motion
 - d. Sets the tempo
10. As the stomp section is begun:
- a. There is solidity in the sound
 - b. Bases are singing faster than the rest
 - c. The expression wanes
 - ☒ d. The vocal quality loses its resonance and depth

(Each correct answer is worth 1 point.)

Total points = 8 = TOTAL SCORE (maximum 10)

Evaluator D. Bringer

Date 6/19/12

ED Signature _____

Date _____

emailed 6/10/17

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

CONFIDENTIAL

Report for fiscal year 20 16 - 20 17

CONFIDENTIAL

DCP Member's Name Pam Ross

Region # 4

Chorus Name Capital City Chorus

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

8.2

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: 2-16/15

4

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: 6/10/16

7.2

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: 6/10/16

8.5

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

Date of exam: 3/1/16

7.2

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

Date of exam: 1/28/16

9.9

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: 8/28/16

Score Part 1: 4.9

Score Part 2: 5.0

(Max. 5 pts.)

(Max. 5 pts.)

Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

8

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: 4/9/15

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: _____

Score Part 2: 4.6 (6/15/16)

(Max. 10 pts.)

(Max. 5 pts.)

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

9.7

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: 9/15/16

Score Part 1: 4.7 (9/15/16)

Score Part 2: 5 (8/28/15)

(Max. 5 pts.)

(Max. 5 pts.)

Enter appropriate score above.

9.8

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: 4.8

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

45 _____ Total score received in musical/technical skills

32.1 _____ Total score received in management/communication skills

77.1 _____ 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: Pam needs to complete Analytical listening and the teaching module part 1. _____

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: 6/10/17

Signed: Debra A. Bringman
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 20__ - 20__

CONFIDENTIAL

DCP Member's Name Pam Ross Region # 4

Chorus Name _____

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

8.1. Directing - 10 points possible for all classifications. Include title, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.
Date of evaluation: 2/16/15

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: 4/6/10

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: 7.2. 6/10

8.5 7. Vocal Production - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.
Date of exam: 3/1/16

7.2. 9. Music Theory - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.
Date of exam: 4/28/16

9.9.10. 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: 8/28/15

Score Part 1: 4.9 (Max. 5 pts) Score Part 2: 5 (Max. 5 pts)
Enter appropriate score above.
9/5/16

MANAGEMENT/COMMUNICATION SKILLS

8 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: 4/9/15

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, rehearsal style.
Date of evaluation: 4/9/15

Score Part 1: 4.6 (Max. 10 pts) Score Part 2: 4.6 (Max. 5 pts)
Enter Part 1 or Part 2 above. Do not total both scores. 9/15/16

9.7 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. Scheduling, training, utilizing musical leaders, working with chapter administration.
Date of evaluation: 4/7 (Max. 10 pts) Score Part 2: 5 (Max. 5 pts)
Enter appropriate score above. 8/28/15

9.8 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: 4/8 (Max. 10 pts) Score Part 2: 5 (Max. 5 pts)
Enter appropriate score above. 8/28/15

**Director Certification Program
Progress Report**

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 20 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

FOR OFFICE USE ONLY

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

Rev 10.13

4.4
4.4
4.4
4.4
4.4