

Rita Tucker, DCP Coordinator
62832 Range Rd.
Lore City, OH 43755
740-489-5811
ritatuck@aol.com

August 12, 2002

BETTY BUSS
102 TRAIL SIDE DR
WEBSTER SPRINGS, WV 26288

Hi BETTY,

Education Coordinator, Lynn Hartmuth, has recently appointed me to coordinate the Director Certification Program for Region 4. Your name is included on the active DCP list for Region 4 as submitted by International.

If you have completed any module testing, I have included a current progress report for your review. As most of you know, the DCP is a self-directed program for anyone interested in expanding their general musical knowledge, as well as enhancing actual directing skills. Ten modules are completed through testing, regional music team evaluations and chorus evaluations. I have also included an explanation of the 10 DCP skill areas and requirements for advancement. The complete set of DCP modules is available through International Sales.

Testing will be made available at all regional meetings. If you are interested in completing any test, contact me ahead of any regional event to set up a time to meet. If several participants from an area would like to schedule testing, contact me to see if other arrangements can be made. Lynn Hartmuth, Education Coordinator, has also agreed to administer testing if it is more convenient to make arrangements with her.

I am looking forward to working with you on completing the DCP modules and attaining your goals. Please contact me if you have any questions or concerns.

In Harmony,

Rita Tucker
DCP Coordinator
Region #4

Cc: Lynn Hartmuth, Education Coordinator
file

Transferred for
Region 4
As CAL

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

CONFIDENTIAL

Report for fiscal year 1999 - 2000

CONFIDENTIAL

DCP Member's Name Betty Buss Region # 14
Chorus Name Virginia Coast 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

8.4 1. **Conducting** - 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: April, 2000

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: July, 1999

9.2 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: July, 1999

7.0 7. **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.
Date of exam: July, 1999

8.6 9. **Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.
Date of exam: August 1997

9 10. **Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.
Date of evaluation: April, 2000
Score Part 1: 4 Score Part 2: 5
Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

7.5 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: July 1999

8.5 4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.
Date of evaluation: April, 2000

Score Part 1: 4.1 Score Part 2: 4.4
Enter total score above.

8.2 5. **Management** - 10 points possible for director/co-director and associate/assistant director classifications. 5 points possible for candidates. Selecting, training, utilizing musical leaders, working with chapter administration.
Date of evaluation: June, 2000

Score Part 1: 4.0 Score Part 2: 4.2
Enter total score above.

8.5 8. **Communication** - 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.
Date of evaluation: June 2000

Score Part 1: 4 Score Part 2: 4.5
Enter total score above.

Director Certification Program
Progress Report

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SCORE REQUIREMENTS

Approved Director: Combined scores of at least 50 points in all ten skill areas

Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 4 points in each area, and at least 40 points in musical/technical skills, and at least 26 points in management/communications skills

Master Director: A minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition

46.2 Total score received in musical/technical skills
32.7 Total score received in management/communication skills
78.9 Total score received in all skills

List attendance at regional/worldwide director education training sessions or an international director's seminar in the last 12 months: Betty has attended All Regional Meetings & Trainings during this past year as well as attending IES in 1999.

COMMENTS BY DCP COORDINATOR: Betty has worked hard to improve her scores & has the respect both musically & professional of her chorus & regional membership. She will make a fine addition to our Certified Directors.

STATUS

Oct. 1996 Date applied to DCP
no record of this in my file Date advanced to Approved Director
July 1, 2000 Date recommended to Certified Director
Date recommended to Master Director
Date reaffirmed at current status

Date: July 1, 2000 Signed: Pat Leveille Region # 14
(Pat Leveille)
DMA/DCP Coordinator

cc: DCP Participant
Music Services Department
DCP Coordinator

FOR OFFICE USE ONLY

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



SWEET ADELINES
INTERNATIONAL

*... a worldwide organization
of women singers
committed to advancing
the musical art form of
barbershop harmony
through education
and performance.*

INTERNATIONAL
HEADQUARTERS:

P.O. Box 470168
Tulsa, OK 74147-0168

918-622-1444
FAX 918-665-0894
800-992-7464

Internet: sweetadelineintl.org

August 11, 2000

Ms. Betty Buss, CD
Virginia Coast Chapter, #14
4708 Charlton Dr
Chesapeake VA 23321

Dear Betty,

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,

Pat C. Berry
Music Services Assistant (DCP)

:pb

cc: Education Direction Committee
Cheri T. Danner, ED #14
Pat Leveille, DCPC #14
Jamie Stafford, Chapter President
Lorraine Barrows, Director of Education
Kelly Brown, Director of Communications
Carol Schwartz, Director of Music Services
Joey Dawes, Publications Coordinator
Laurie Pennington, Public Relations & Marketing Assistant

Memo

Date: August 11, 2000

To: Pat Leveille, DCPC#14

From: *Pat* Pat C. Berry, Music Services Assistant/DCP

Re: Certificate of Achievement

This is to notify you that Betty Buss has been advanced to the level of certified director.

Enclosed is the certificate that you and 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.

pb

Enclosures

cc: Cheri T. Danner, ED #14

April 10, 2006

Ms. Betty J. Bruce
8887 Tecumseh Ln
Ryland Hght, KY 41015-9592

Dear Betty:

Thank you for your interest in the Director Certification Program (DCP). You are now enrolled as an applicant in the program. We commend you for taking advantage of this opportunity to further develop your skill and expertise as a chorus director.

Advancement within the program is contingent upon the satisfactory completion of specified requirements for each level. Advancement is also based on your proficiency in the following skills:

Musical/Technical

Conducting
Analytical Listening
Judging Categories & Competition
Vocal Production
Music Theory
Rehearsal Planning and Implementation

Management/Communication

Organizational Knowledge & Director
Teaching
Management
Communication

The ED/DCP Coordinator will notify you of any testing sessions available in your region/area. Following are some resources available from our international sales department that you might find useful in preparing for the sessions: *DCP Resource Modules, Arranger's Guide, Judging Category Description Book*, international competition video and audio tapes.

One of the requirements of the program is to complete the enclosed self-evaluation form and return it to the Directors Certification Program Coordinator in your region. This will provide the ED/DCP Coordinator and you a basis against which to measure your progress. The information on the self-evaluation form is considered confidential.

Please feel free to call on your ED/DCP Coordinator if you have any questions regarding the program.

Sincerely,

Wanda Hartman
Music Services Assistant/DCP

cc: Lynn Hartmuth, ED # 4
Rita Tucker, DCPC # 4

 Reply  Reply to all  Forward      Close  Help

From: Clark_Diane

Sent: Sun 6/12/2005 3:49 PM

To: adamsgap@aol.com

Cc: Clark_Diane

Subject: DCP

Attachments:

[View As Web Page](#)

Karen, I am holding your DCP file, and according to your last progress report (submitted 2-3-95), you have the following scores:

- #2 -- Analytical Listening -- 6 out of 10
- #3 -- Organizational Knowledge -- 8.5 out of 10
- #5 -- Management, Part 2 -- 5 out of 5
- #6 -- Judging Categories -- 9 out of 10
- #7 -- Vocal Production -- 9 out of 10
- #8 -- Communication, Part 2 -- 3 out of 5
- #9 -- Music Theory -- 8.2 out of 10

The only written test you would need to advance to Approved Director is Rehearsal Planning, Part 2. Then you would need to teach a song and be evaluated by a Certified Director or videotape the session and send it to me for evaluation. Finally, you would need to send Kim Wonders a videotape of you conducting a ballad and an uptune. That's not a lot of work remaining, so I would be delighted if you decided to activate your file and at least reach the Approved Director status. I'd be glad to bring the last test to Fall Fling, if you are going to be there. :-)

I'm going to forward a message I sent out on May 29 to active candidates, which gives an overview of how to advance in the DCP. You can print it out for your own reference.

Let me know if you want me to move your file back to the box with the active candidates and add you name to the AC e-mail list.

It was good to see you this weekend.

Diane

Pasted

Director Certification Program Application

Chapter Name Queen City Chapter # _____ Region 4
Name Betty J. Bruce Membership # _____
Address 8887 Turners Ln Home Phone 859-356-0996
Ryland Heights, Ky Alternate Phone 513-762-3370
41015 Fax N/A

Sweet Adelines International Title/Position

- ☐ Director/Co-director Chapter Name _____
☒ Associate/Assistant Director Chapter Name Queen City
☐ Candidate Chapter Name _____

Sweet Adelines International Membership Data

Year joined Sweet Adelines International: 1978 Has your affiliation been continuous? took off 1 year
Please list former chapter(s) and region(s): Gem City, Region 4

Sweet Adelines International Experience

- | | |
|--|---|
| <input type="checkbox"/> Chorus Director/Co-director | <input type="checkbox"/> International Faculty |
| <input type="checkbox"/> Associate/Assistant Director | <input type="checkbox"/> Judge (_____ Category) |
| <input type="checkbox"/> Section Leader | <input type="checkbox"/> Quartet Member |
| <input checked="" type="checkbox"/> Regional Leader <u>ASST. DR. FACILITATOR</u> | <input type="checkbox"/> Quartet Coach |
| <input type="checkbox"/> Arranger | <input type="checkbox"/> Chorus Coach |
| <input type="checkbox"/> Other _____ | |

PAID

MAR 24 2005

Musical Background

Formal education: None CK# 638 \$ 35.00

Other musical training: Certified director SPEBSQSA

Barbershop experience outside Sweet Adelines International: directed non-affiliated women's
Barbershop chorus; Director Northern Ky Chapter of
Mens Barbershop Harmony Society
Please list membership in other musical organizations (e.g., MENC, ACDA, NATS): _____

Sweet Adelines International Educational Background

How many regional competitions have you attended as a:

☐ Competing chorus director

☒ Competing chorus member 5

☐ Spectator

Please list any international directors' seminars you have attended: _____

Please list any regional training programs you have attended: _____

Please list regional educational event(s) you have attended in the last 12 months: _____

Personal Goals

What do you hope to gain from enrollment in this program? More education to
keep my chorus & chorus director

Signature

Betty J. Bruce

Date

3/21/05

PLEASE NOTE: The application fee to enroll in the Director Certification Program does not include the DCP modules.

Please complete and return this application to international headquarters, along with the \$35 application fee in the form of a check or money order (U.S. funds) payable to Sweet Adelines International.

Please complete the following if using a credit card:

☐ VISA

☐ MasterCard

☐ Discover Card

Signature _____

□□□□□□□□□□□□□□□□

Expiration Date _____

Sweet Adelines International • P.O. Box 470168 • Tulsa, Oklahoma 74147-0168
918-622-1444 • 800-992-7464 • Fax 918-665-0894 • Internet: sweetadelineintl.org

For office use only

Date processed: _____

☐ Director/Co-Director

☐ Associate/Assistant Director

☐ Candidate