

4/11/88

 * FOR OFFICE USE *
 * Director Participant _____ *
 * Chorus _____ *
 * Ass't./Assoc. Director _____ *
 * Other _____ *
 * Date processed _____ *

APPLICATION FOR INTERNATIONAL DIRECTOR CERTIFICATION PROGRAM

I. PERSONAL DATA

NAME Jean Dattilo I.D. # 056331 CHAPTER Music Valley REGION 4
 ADDRESS 2628 Franks Dr. PHONE (812) 273-3517 (H)
Madison, IN 47250 (812) 273-1494 (O)

I am a Sweet Adeline director _____ Chorus(es) _____
 Assistant or Associate director X Chorus Music Valley
 Other (specify) _____ Chorus _____

II. SWEET ADELINE MEMBERSHIP DATA:

Year joined Sweet Adelines, Inc. '88

Has your affiliation been continuous since that time? yes

Other chapter(s) and region(s) to which you have belonged? None

Check areas of Sweet Adelines, Inc. in which you have experience:

Chorus Director _____	International Faculty _____
Ass't./Assoc. Director <u>X</u>	Judge in _____ Category _____
Section Leader <u>X</u>	Quartet Member <u>X</u>
DMA or DMA Faculty _____	Quartet Coach _____
Arranger _____	Chorus Coach _____

Other Chapter Board Member, Sec'y, Music librarian, Costume Chairman

III. MUSICAL BACKGROUND

Formal Education 13 years playing clarinet-through college

Other Musical Training 10 yrs. private piano lessons

(continued)

III. MUSICAL BACKGROUND (continued)

Barbershop experience outside Sweet Adelines, Inc. NoneTeaching experiences outside Sweet Adelines, Inc. None

IV. SWEET ADELINES EDUCATIONAL BACKGROUND

How many regional competitions have you attended as:

Competing chorus director _____ Competing chorus member 2 Spectator 1

Which Internationally sponsored Chorus Director Seminars have you attended?

1978 _____ 1979 _____ 1981 _____ 1983 _____ 1987 _____ 1989 _____

How many regional chorus director training programs have you participated in? 0How many regional educational events have you attended in the last 3 years? 3

List the regional educational event(s) you have attended during the last 12 months.

(Summer Meeting - ERU, July '89, winter Mtg Lexington Jan's)

V. PERSONAL GOALS

What do you hope to gain from enrollment in this program? I hope to learn more about music, harmony, vocal production and directing in order to be a better assistant to our director and a better coach to the chorus.

Signature Jean Mattilo Date Jan. 11, 1991

Enclose non-refundable application fee of \$25.00 and mail to:

Music Services Department
Sweet Adelines, Inc.
P.O. Box 470168
Tulsa, OK 74147

M E M O

Date: July 31, 1998

To: Molly Huffman, DMA #4

From: *Patty* Patty Cooper, Music Services Assistant/DCP

Re: Certificate of Achievement

Joan Dattilo has been advanced to the level of certified director. You, or your DCP Coordinator, might want to present the enclosed certificate at a regional event or on an individual basis.

If you have any questions, just give me a call.

pc

Enclosure

cc: Charlene Staats, Regent #4
Toula Oberlies, MDR #4
Mary Ellen Guntzelman, #4



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

July 31, 1998

Joan Dattilo, Director
Music Valley Chorus #4
2628 Franks Drive
Madison, IN 47250

Dear Joan:

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,

Carol Schwartz
Director of Music Services

CS:pc

cc: International Board of Directors
Education Direction Committee
Charlene Staats, Regent #4
Toula Oberlies, MDR #4
Molly Huffman, DMA #4
Mary Ellen Guntzelman, DCPC #4
Shirley Hammond, Chapter President
Lorraine Barrows, Director of Education
Holly Romine, Director of Publications
Patty Cooper, Music Services Assistant/DCP

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

CONFIDENTIAL

Report for fiscal year 1998 - 1999

CONFIDENTIAL

DCP Member's Name Joan Dattilo Region # 4

Chorus Name Music Valley

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

DMA/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

8.6 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: 9-22-97

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: 1-20-96

7 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: 1-18-97

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

Date of exam: 1-25-98

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

Date of exam: 7-18-98

8.91 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: 11-7-97

Score Part 1: 4.91 Score Part 2: 4

Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

9.5 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: 7-14-96

9.29 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: 8-21-96

Score Part 1: 9.29 Score Part 2: _____

Enter total score above.

8.62 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: 7-15-97

Score Part 1: 4.62 Score Part 2: 4

Enter total score above.

9.2 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: 2-5-96

Score Part 1: 4.7 Score Part 2: 4.5

Enter total score above.

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

44.21 Total score received in musical/technical skills

36.61 Total score received in management/communication skills

80.82 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: Attended Regl Trng Session 7-17 & 18-1997

COMMENTS BY DMA/DCP COORDINATOR: Recommend advancement to
Certified Level

STATUS

2-3-91 Date applied to DCP
7-21-98 Date advanced to Approved Director
Date recommended to Certified Director
Date recommended to Master Director
Date reaffirmed at current status

Date: 7-21-98 Signed: Mary Ellen Guntelma, DCPC Region # 4
DMA/DCP Coordinator

cc: DCP Participant
Music Services Department
DMA/DCP Coordinator

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

SWEET ADELINES INTERNATIONAL
DIRECTOR CERTIFICATION PROGRAM
PROGRESS REPORT
CONFIDENTIAL

REPORT FOR FISCAL YEAR 1997 - 1998
PARTICIPANTS NAME: Joan Dattilo
CHAPTER: Music Valley

CLASSIFICATION: ☒ DIRECTOR/CO-DIRECTOR
☐ ASSOCIATE/ASSISTANT DIRECTOR
☐ CANDIDATE DIRECTOR

DMA: Record highest score received in each skill area and the year the score was achieved. Numbers correspond to DCP form numbers.

MUSICAL/TECHNICAL SKILLS

8.6 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. Year of evaluation: 97

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. Year of exam: 96

7 6. Judging categories. 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book. Year of exam: 97

6.5 7. Vocal production. 10 points possible for all classifications. Understanding and practical application of components of good vocal skills. Year of exam: 98

9 9. Music theory. 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures. Year of exam: _____

8.9 10. Rehearsal planning and 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. Year of evaluation: 97

Score part 1: 4.91 Score part 2: 4
Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

9.5 3. Organizational knowledge. 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology. Year of exam: 96

9.29 4. Teaching. 10 points possible for all classifications. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style. Year of evaluation: 96

Score part 1: 9.29 Score part 2: _____
Enter total score above.

8.62 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. Year of evaluation: 97

Score part 1: 4.62 Score part 2: 4
Enter total score above.

9.2 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. Year of evaluation: 95/96

Score part 1: 4.7 Score part 2: 4.5
Enter total score above.

Total score received in Musical/Technical Skills areas: 35.01 + 9.2 = 44.21Total score received in Management/Communications Skills areas: 36.61Total scores received in all skill areas: 71.62Scores required

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 areas, and at least 26 points in Management/Communications areas.

DMA: List attendance at regional or WW director education training sessions or an international chorus director's seminar in the last 12 months.

Regional Training January 1998

COMMENTS BY DMA:

Status: Applicant as of date: 2-3-91

Advanced to Approved status by DMA on date: _____

Recommended for Certified status on date: _____

Reaffirmed at current status on date: _____

SIGNED: Mary Ellen Guntzelman, DCP Coord #4 DATE: 2-5-93
Director of Musical ActivitiesDistribution: DCP Participant
International Headquarters
DMA

FOR OFFICE USE ONLY:

Approval Date: _____

SWEET ADELINES INTERNATIONAL
DIRECTOR CERTIFICATION PROGRAM
PROGRESS REPORT
CONFIDENTIAL

REPORT FOR FISCAL YEAR 199 7 - 199 8
PARTICIPANTS NAME: Joan Dattilo
CHAPTER: Music Valley

CLASSIFICATION: ☒ DIRECTOR/CO-DIRECTOR
☐ ASSOCIATE/ASSISTANT DIRECTOR
☐ CANDIDATE DIRECTOR

DMA: Record highest score received in each skill area and the year the score was achieved. Numbers correspond to DCP form numbers.

MUSICAL/TECHNICAL SKILLS

8.6 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. Year of evaluation: 97

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. Year of exam: 96

7 6. Judging categories. 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book. Year of exam: 97

 7. Vocal production. 10 points possible for all classifications. Understanding and practical application of components of good vocal skills. Year of exam:

 9. Music theory. 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures. Year of exam:

8.91 10. Rehearsal planning and 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. Year of evaluation: 97

Score part 1: 4.91 Score part 2: 4
Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

9.5 3. Organizational knowledge. 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology. Year of exam: 96

9.29 4. Teaching. 10 points possible for all classifications. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style. Year of evaluation: 96

Score part 1: 9.29 Score part 2:
Enter total score above.

8.62 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. Year of evaluation: 97

Score part 1: 4.62 Score part 2: 4
Enter total score above.

9.2 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. Year of evaluation: 95/96

Score part 1: 4.7 Score part 2: 4.5
Enter total score above.

SWEET ADELINES INTERNATIONAL
DIRECTOR CERTIFICATION PROGRAM
PROGRESS REPORT
CONFIDENTIAL

REPORT FOR FISCAL YEAR 1996 - 1997

PARTICIPANTS NAME: Joan Dattilo

CHAPTER: Music Valley

CLASSIFICATION: X DIRECTOR/CO-DIRECTOR
 ___ ASSOCIATE/ASSISTANT DIRECTOR
 ___ CANDIDATE DIRECTOR

DMA: Record highest score received in each skill area and the year the score was achieved. Numbers correspond to DCP form numbers.

MUSICAL/TECHNICAL SKILLS

 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. Year of evaluation:

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. Year of exam: 96

7 6. Judging categories. 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book. Year of exam: 97

 7. Vocal production. 10 points possible for all classifications. Understanding and practical application of components of good vocal skills. Year of exam:

 9. Music theory. 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures. Year of exam:

4 10. Rehearsal planning and 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. Year of evaluation: 97

Score part 1: Score part 2: 4
Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

9.5 3. Organizational knowledge. 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology. Year of exam: 96

9.29 4. Teaching. 10 points possible for all classifications. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style. Year of evaluation: 96

Score part 1: 9.29 Score part 2:
Enter total score above.

4.62 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. Year of evaluation: 96

Score part 1: 4.62 Score part 2:
Enter total score above.

9.2 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. Year of evaluation: 95/96

Score part 1: 4.7 Score part 2: 4.5
Enter total score above.

Total score received in Musical/Technical Skills areas: 15Total score received in Management/Communications Skills areas: 32.61Total scores received in all skill areas: 47.61Scores required

Approved Director:

Certified Director:

Combined scores of at least 50 points in all ten skill areas.

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 areas, and at least 26 points in Management/Communications areas.

DMA: List attendance at regional or WW director education training sessions or an international chorus director's seminar in the last 12 months.

COMMENTS BY DMA:

Status Report for 1996/97.

Status: Applicant as of date: 2-3-91

Advanced to Approved status by DMA on date: _____

Recommended for Certified status on date: _____

Reaffirmed at current status on date: _____

SIGNED: Mary Ellen Huntzelman, DCP Coord #4 DATE: 4-29-97
Director of Musical Activities

Distribution: DCP Participant
International Headquarters
DMA

FOR OFFICE USE ONLY:

Approval Date: _____