



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

July 18, 1997

Linda Walls, Director
Hocking Valley Chorus #4
3608 Spring Valley Drive
Albany, OH 45710

Dear Linda:

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
Sue Ann Justus, DMA #4
Mary Ellen Guntzelman, DCPC #4
Esther Nesselroad, Chapter President
Lorraine Barrows, Director of Education
Holly Romine, Director of Publications
Patty Cooper, Music Services Assistant/DCP

MEMO

Date: July 18, 1997

To: Sue Ann Justus, DMA #4

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

Re: Certificate of Achievement

Linda Walls 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, DCPC #4
Carol Schwartz, Director of Music Services

SWEET ADELINES INTERNATIONAL
DIRECTOR CERTIFICATION PROGRAM
PROGRESS REPORT
CONFIDENTIAL

REPORT FOR FISCAL YEAR 1996 - 1997

PARTICIPANTS NAME: Linda Walls

CHAPTER: Hocking 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

7.2 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: 96

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: 90

8 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: 94

8.5 7. Vocal production. 10 points possible for all classifications. Understanding and practical application of components of good vocal skills. Year of exam: 91

8 9. Music theory. 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures. Year of exam: 90

6.9 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: 2.9 Score part 2: 4
Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

8 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: 91

8.15 4. Teaching. 10 points possible for all classifications. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style. Year of evaluation: 94

Score part 1: 8.15 Score part 2: N/A
Enter total score above.

8.67 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: 94

Score part 1: 3.67 Score part 2: 5
Enter total score above.

8.93 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: 94

Score part 1: 3.93 Score part 2: 5
Enter total score above.

1806 Jupiter Avenue
Hilliard, Ohio 43026
August 22, 1996

Linda Walls
3608 Spring Valley Drive
Albany, Ohio 45710

Dear Linda:

Re: DCP/Rehearsal Planning and Implementation observation/August 20, 1996

Thanks to you and to Hocking Valley Chorus for making my visit as DMA Staff so pleasant. It was enjoyable to watch your chorus get ready for their upcoming singing engagement. In reference to the DCP rehearsal planning evaluation, I will get that off to Molly as soon as I can.

Additionally, I had a good time working with the chorus on improving the singing posture, using the inside smile, lifting the face and eyes, and overall use of breath. Had we had further time, I'm sure we would have made more progress with the continuous sound concept.

I know that you and your chorus enjoy working together, because it was evident in their response to you during rehearsal while singing.

Wishing you the best of luck in your show preparation. Would you please let us know exact times and places for your October show, so that some of us could attend?

Sincerely,



Suzy Harding
DMA Staff, #4

c: Molly Huffman, DMA #4

Linda Needs -

I - Conducting Skills - by DMA

X - Pt 1 - Rehearsal Plan & Impl - " "

X - Pt 2 - Reh Plan & Impl - Test

		<u>Adm</u>	<u>Mus</u>
I - Send to Molly			x
II - 4	2-5-90		x 4
III - 8	9-4-91	x 8	
IV A - 8.15	7-5-94	x { 8.15	
IV - Pt II - 8.6	6-1-96	x { 8.6	
V - Pt I - 3.67	7-5-94	x { 3.67	
V - Pt II - 5	7-6-94	x { 5	
VI - - 8	1-24-94		x 8
VII - 8.5	9-4-91		x 8.5
VIII - Pt 1 - 3.93	7-5-94	x { 3.93	
VIII - Pt 2 - 5	7-6-94	x { 5	
IX - 8	2-1-90		x 8
X - Pt 1 - Send to Molly			x
X - Pt 2 - Needs this specific Reh Sched			x
		<u>41.75</u>	<u>28.5 Mus</u>

May 21, 1996

Molly Huffman
206 N. Bittersweet
Muncie, Indiana 47304

Dear Molly:

I'm finally sending you a rehearsal schedule and the video tape of me teaching a song. The song is Chase the Rain. Four or five people who were on the risers that night already knew the song, so that helped. When teaching a new song I try to at least give it to my section leaders so they can become familiar with it. Ideally, I would teach it to my section leaders first and they could present it to their sections, but I never seem to have all my section leaders there at the same time. (Small chorus blues. Good title for a song, you think?)

I hope I'm getting this to you so that there is still time for a decision before summer meeting and that it meets the criteria. If so, good. If not, that's OK, too.

Thanks for your help.

Sincerely,



Linda Walls, Director
Hocking Valley Chorus

SWEET ADELINES, INC.

DIRECTOR CERTIFICATION PROGRAM

PROGRESS REPORT

NOTE: THIS INFORMATION IS CONFIDENTIAL.

INSTRUCTIONS TO DMA: Record the score which the participant achieves for each skill area. If evaluation for one or more areas has not yet taken place at the time the Progress Report is completed, write "NA" in the appropriate blank(s). Distribution: One copy to International Headquarters; one copy to participant; one copy to DMA file.

PARTICIPANT'S NAME Linda Wallis DATE 11/25/77
 CHAPTER NAME Harmony Valley REGION # 4
 DIRECTOR PARTICIPANT _____ NON-DIRECTOR PARTICIPANT _____
 TOTAL SCORE 125

I. Conducting Skills

1. No aptitude for conducting.
2. Minimal conducting skills.
3. Acceptable conducting techniques in the barbershop style.
4. Above average conducting techniques in the barbershop style.
5. Outstanding conducting techniques including artistry, finesse, creativity, and showmanship in the barbershop style.

II. Analytical Listening Skills

1. Lack of analytical listening skills.
2. Minimal capability in analytical listening skills.
3. Satisfactory ability to identify, analyze, evaluate and correct, if necessary, the barbershop sound as produced by individual voices and/or performing groups.
4. Above average capability in analytical listening skills.
5. Exceptional capability in analytical listening skills.

III. Organizational Knowledge/Commitment

1. No knowledge of and/or commitment to Sweet Adelines, Inc.
2. Basic knowledge of the organization's structure and philosophy.
3. Supports and encourages participation in programs at the regional and International level, i.e., competition, educational events, regional meetings, etc.
4. Promotes organizational involvement and participation.
5. Assumes active leadership role at the regional and/or International level.

(continued)

PARTICIPANT'S NAME

Linda Walls

IV. Teaching Skills

1. No teaching skills within the framework of a chorus rehearsal.
2. Minimal teaching skills within the framework of a chorus rehearsal.
3. Satisfactory teaching skills within the framework of a chorus rehearsal.
4. Above average teaching skills within the framework of a chorus rehearsal.
5. Exceptional teaching skills within the framework of a chorus rehearsal.

V. Management Skills

1. No level of management skills.
2. Minimal level of management skills.
3. Satisfactory level of management skills, i.e., identifies, develops and utilizes the specialized skills of individual chorus members.
4. Above average level of management skills.
5. Exceptional level of management skills.

VI. Knowledge of the Barbershop Style as Delineated by the Four Judging Categories

1. No knowledge or application of the barbershop style as delineated by the four judging categories.
2. Minimal knowledge and application of the barbershop style as delineated by the four judging categories.
3. Satisfactory knowledge and application of the barbershop style as delineated by the four judging categories.
4. Above average knowledge and application of the barbershop style as delineated by the four judging categories.
5. Exceptional knowledge and application of the barbershop style as delineated by the four judging categories.

VII. Vocal Production Knowledge

1. No ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
2. Minimal ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
3. Satisfactory ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
4. Above average ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
5. Thorough knowledge of vocal production techniques and outstanding ability to teach and demonstrate proper singing techniques.

(continued)

September 23, 1987

MEMO

TO: Char Gurney, DMA #4
FROM: Sarah Harvey, Music Services Director
RE: Director Certification Program

The director/member listed below has enrolled in the Director Certification Program:

Linda Walls
Hocking Valley Chorus
9 Briarwood Drive
Athens, OH 45701
(614) 592-1261 (H)
592-6612 (O)

Director

Enclosed is a complete set of the blank tests and other forms which will be required as she/he proceeds through the program. Please make arrangements, as necessary, for administering tests and/or evaluations to this participant. You will also want to make certain she/he is notified whenever any training or classes for directors are being held.

SH:mr

cc: Peggy Chambers, CAE, Executive Director
Carolyn Fedde, Education Director
Marsha Leistner, Regent #4

DATE: June 9, 1994

TO: Dreama Cook, Pres. Hocking Valley Chapter
Linda Walls, Director

FROM: Missy Graves, DCP Coordinator, Region #4

RE: Skill Area IV: Teaching Skills
Skill Area V: Management Skills
Skill Area VIII: Communication Skills

As you know, advancement within the Director Certification Program is based on the participant's proficiency in ten components of a chorus director's responsibility. The International Education Direction Committee has developed a series of evaluative tools to measure the level of achievement in each area. Some of these evaluations are to be completed by twelve (12) selected chorus members.

Dreama, I am requesting that as chapter president, you monitor the evaluation process for these skill areas. A copy of the forms to be used for these areas is enclosed: you will need to make enough additional copies so that each evaluator will have one copy. The procedure and instructions for administering this evaluation is as follows:

1. The evaluation "team" will consist of six board members selected by the president, and six additional chorus members selected by the participant. (The President may be one of the 12 selected.) The president should advise the chorus members selected of the purpose and importance of this evaluation.
2. The evaluation should be held at a time and place that provides privacy. It may be held prior to or immediately following a chorus rehearsal. The participant should be out of the room while the evaluation forms are being completed.
3. The president will distribute an evaluation form for each skill level to each of the 12 selected chorus members and then collect them as soon as they are completed. To assure the evaluator and participant that the comments are confidential, she will place the completed forms in the

envelope provided and seal the envelope in the presence of the evaluation "team".

4. As soon as possible following the evaluation, the president will mail the envelope containing the forms to the DCP Coordinator.

PLEASE NOTE *** ALL INFORMATION ON THE INDIVIDUAL FORMS IS CONFIDENTIAL, AND NOT TO BE READ BY OR SHARED WITH THE CHAPTER PRESIDENT, THE PARTICIPANT, OR OTHER CHORUS MEMBERS.

If you have any questions, please contact me.

Missy Graves, DCP Coordinator, Region #4
4592 Roxbury Circle
Batavia, Ohio 45103
(513) 752-2194

cc: Toulia Oberlies, Regent #4
Molly Huffman, DMA #4