

**BRANCH POLICIES AND PROCEDURES**  
**Etobicoke-Mississauga Branch**

<b>Name</b>	The name of this association shall be called The Ontario Registered Music Teachers' Association, <b>Etobicoke-Mississauga Branch</b> , and here after called the "Branch".
<b>Objects and Purposes</b>	<p>The objects and purposes of the Association and of the Branch are defined in the By-laws of the Ontario Registered Music Teachers' Association, hereafter called <b>ORMTA</b>. Our Branch Mission Statement is as follows:</p> <ul style="list-style-type: none"> <li>• To promote excellence in music education;</li> <li>• To promote a life-long love of music in our students;</li> <li>• To provide fellowship and professional growth among members.</li> </ul>
<b>Membership</b>	Membership is determined by the By-laws of the Provincial Association.
<b>Membership Dues and Branch Levies</b>	<p>Membership dues are set by the Provincial Association and paid according to the Provincial Association By-laws.</p> <p>Branch levies are to be paid by all Active, Provisional Active, Retired, Semi-Retired, and Affiliate Members. The Branch levy is to be paid yearly in advance by July 1, in the amount of \$50.00. This amount is set yearly and voted on by the Branch members.</p> <p>The penalty for non-payment of the Branch levy is suspension of all membership privileges, such as participation in auditions, workshops and masterclasses until levy is fully paid.</p>
<b>Branch Meetings</b>	The Branch will abide by the Provincial Association By-laws in calling meetings and establishing quorum. The Executive will meet at least once a month except in March, July, August and December when Executive meetings are optional. Meeting times, dates, and venue shall be set by the Executive from time to time.
<b>Executive</b>	<p>In accordance with the Provincial By-laws, the Executive of the Branch shall consist of not less than five members, two of whom, including the President, must be Active. The terms of office are as stated in the Provincial by-laws. They shall be elected by ballot and shall include the President, Vice President, Secretary, Treasurer, at least one Chairperson each for Assessments, Branch Competitions, Media, Workshops, Outreach, Masterclasses, Website and other officers as the Executive may determine. The duties of the Executive shall be as stated in the Provincial By-laws, with the following additions:</p> <ul style="list-style-type: none"> <li>• Attend all Executive meetings,</li> <li>• Discharge their duties faithfully,</li> <li>• Submit verbal or written reports regularly,</li> <li>• Other duties that may be assigned by the Executive from time to time.</li> </ul>
<b>Nominations</b>	Nominations shall be according to the Provincial Association By-laws.
<b>Fiscal Year</b>	The fiscal year shall begin on September 1 of each year. The Treasurer shall prepare a statement of accounts yearly and present a budget for the upcoming year for approval by the membership.
<b>Contracts</b>	No member shall have the power to commit the Branch to any expenditure unless it is approved in advance by a properly constituted meeting of the Executive. The Executive has the approval to spend up to \$750.00 without the express approval of the membership. Expenditures above this amount must have prior approval of the membership.

<b>Professional Resources</b>	The committees will recommend all adjudicators, clinicians and other resources, as well as their fees, to the Executive for prior approval.
<b>Assessments and Branch Competitions</b>	Entry Guidelines for the Assessments and Branch Competitions are described below this table.
<b>Masterclasses and Workshops</b>	The Branch will hold a minimum of one Masterclass and two Workshops per year.



## ETOBICOKE-MISSISSAUGA

### ASSESSMENTS ENTRY GUIDELINES

#### 1. WHO MAY ENTER

- Students from Active Etobicoke-Mississauga ORMTA members in good standing.

#### 2. WHEN THEY ARE HELD

- To be eligible for the Branch Competitions ONLY (Level Prep & up):
  - December
    - Instrumental entrants ONLY
  - February/March
    - Instrumental and Vocal entrants
  - November (**at Contemporary Showcase Mississauga**)
    - Instrumental and Vocal entrants
    - **Marks and adjudications for Contemporary Showcase entries will be allowed to stand for the ORMTA Branch Competitions.**
- To be eligible for the Branch Competitions and the GTA Zone/Provincial Competitions (Level 8 & up):
  - February/March
    - Instrumental and Vocal entrants
- For specific dates and times, go to our Branch's website to view or download the Branch Events document or browse the Calendar:
  - <http://www.etobmiss-ormta.com/calendar/>

#### 3. WHERE THEY ARE HELD

- Christ First
  - 1700 Mazo Crescent, Mississauga, ON

#### 4. FEES & HOW TO REGISTER

- Go to this webpage for the December and February/March Assessments info:
  - <https://www.etobmiss-ormta.com/assessments/>
- Contemporary Showcase Mississauga – 2 Fees & 2 Forms:
  - Contact Virginia Taylor for details: [virginiataylor@sympatico.ca](mailto:virginiataylor@sympatico.ca)



## **ETOBICOKE-MISSISSAUGA**

### **BRANCH COMPETITIONS ENTRY GUIDELINES**

#### **1. WHO MAY ENTER**

- Students, who achieve a mark of 84 or higher on any piece at any Assessment during the current year, are eligible to compete that year.
  - A competition year runs from September to May.

#### **2. WHEN IT IS HELD**

- May
- For specific dates and times, go to our Branch's website to view or download the Branch Events document or browse the Calendar:
  - <http://www.etobmiss-ormta.com/calendar/>

#### **3. WHERE IT IS HELD**

- Christ First
  - 1700 Mazo Crescent, Mississauga, ON

#### **4. FEES**

##### **TEACHERS**

- A one-time fee, when unable to volunteer:
  - \$20.00

##### **ENTRANTS**

- There is no fee to participate.

#### **5. HOW TO REGISTER**

- Go to this webpage:
  - <http://www.etobmiss-ormta.com/branch-competitions/>