



MARCHING BAND INFORMATION

Rules and Regulations

Marching Band Activities

A. Contest Timing

1. At all Cavalcade events, bands will be given performance times only. However, it is recommended that bands follow all gate procedures and schedules at their events.
2. An official warm-up area will be designated by the show sponsor. No penalty may be assessed if the band is in the official warm-up area. If a band is not in the official warm-up area and is heard in the stadium, a 2 (two) point penalty will be assessed.
3. The Chief Judge and sponsor school representatives will make the decision concerning any delays and restarts of an event.

B. Performance Location

1. The unit may start and end their performance from any point on the established performing surface.
2. The unit must confine its marching performance to the established performing surface, which will be defined as: the football field, including end zones and all grass/turf surfaces inside the track.
3. The 'field' is the perimeter of the playing field from goal line to goal line and side line to side line.
4. All staff, instructors, assistants, parents, etc. are directed to stay as far back from the field as possible following the start of the performance.

C. Performance Timing

1. A total of fifteen (15) minutes will be given to each band to enter the field, warm-up, perform their show and exit the field. This timing will begin only after the Chief Judge has communicated verbally with the band director, counted the total members and has given approval to enter the field. There will be a 1 point penalty for failure to comply with this procedure. Chief Judges will be doubled at Championships to ensure all rules and procedures are followed.
2. Pit and prop crews including students already counted and remaining on the field with props may start moving onto the field after the preceding performing unit has concluded their performance and the Drum Major has given the command to leave the field.
3. The timing of the show proper begins on the first note of music or the first step of the unit and must be a minimum of seven (7) minutes in length. Unusual kickoffs should be declared to the Chief Judge so that there will be no confusion as to the timing of the presentation.
4. At the conclusion of the show the entire unit is expected to exit the field promptly. There will be a

penalty of .2 for each six (6) seconds, or fraction thereof, under time (<7 minutes) of the show. Under time penalties will not be enforced during the first three weekends of competition according to the Cavalcade calendar.

5. The Chief Judge will afford units' field entrance/exit flexibility within the overall 15-minute timing framework in the event of unusual or confining physical circumstances.

D. Starting Procedure For Performances

Official Announcer Script Is:

- A. As the band enters the field the announcer will say "*Ladies and Gentleman please welcome to the field _____ High School*".
- B. After this there can be the normal show announcements as the band enters the field. If the band has their own announcer and they are reading from a script or from the Program Book, please remember to remind them that they cannot read any of the band's accolades **before** their performance. Accolades only may be read **after** the performance, not before.
- C. When ready, the Band Director (or appropriate staff member) will cue the Chief Judge, who in turn will cue the announcer to say "*Drum Major(s) _____ is your band ready?*"
- D. The Drum Major(s) will salute and the announcer will then say "*Performing their show _____ Cavalcade of Bands is proud to present _____ High School*".

If there is no drum major, the announcer will wait for the cue from the Chief Judge and move to step 4, without the drum major information.

After the band's performance

Ladies and Gentlemen, the high school marching band name from city, state.

1. The use of unique, themed or prerecorded opening presentations is completely acceptable. Information about any unique starts must be communicated to the Chief Judge upon entering the field. Communication to all judges, via large handheld signs, will occur from the Chief Judge. Recordings cannot begin until the Chief Judge has indicated approval to the band director or staff member to begin. Introduction of each band should be made by the show announcer, unless this is part of a prerecorded presentation. A director or staff member must communicate with the Chief Judge on when the actual judged portion of their show begins. The Chief Judge will then signal all judges to begin judging.
2. Prior to its performance, a band may only announce officers' names, section leaders, staff, repertoire, school name and school location. A three (3) year limit of all accolades and places of performance will be allowed after the judged performance. Penalty - 0.5 Per Violation
3. Air Gram Guidelines. No air grams are allowed at Cavalcade sanctioned events.

E. Rule Interpretation

1. Any rule interpretation made during an event must be given by the Chief Judge to the Executive Director and Judging Coordinator for review and/or distribution to the general membership.

F. Penalties

1. Penalties will be assessed by the Chief Judge at the contest. Penalties must be observed, audible, or visual by the Chief Judge to be valid.

G. Staff Protocol

1. Band staffs will not wear any judging association identification at a contest in which their band competes. Penalty 5.0 per violation
2. There will be no direction, coaching, or conducting, physically or verbally during the performance, except by student members of the participating unit. Penalty - 2.0 Points per violation. Exception: One staff member may be designated to direct the unit in the event of an emergency, usually associated with the drum major. This person must be declared to the Chief Judge prior to the unit's performance. The Chief Judge at the event must report all such incidents to the Judging Coordinator immediately following the contest. There should be no repetitions of emergency situations by the same unit without adequate reasons being presented to the Judging Coordinator. All emergency situations will be determined at the discretion of the Chief Judge

H. Effects

1. Effects are to be performed or created "live" at the contest by participants of the school (these members are included when making declarations for the purpose of classification). Adults are permitted to transport props to and from the performance field and secure these props during the performance. If these adults are involved in creating an effect, a 5-point penalty will be assessed. No balloon releases, pyrotechnics, or other dangerous or flammable substances of any type are permitted at any Cavalcade event. Pyrotechnics includes fireworks, gun powder, flash paper, or fire of any nature. Flashcubes and ornamental lighting are not considered pyrotechnics. Any effect which may be harmful to persons or property will not be permitted. Any questionable effects should be cleared with the Chief Judge. Penalty - Disqualification from the Event.
2. The Cavalcade assumes no liability and/or financial responsibility for the loss of special effects or related materials due to the delay, postponement, or cancellation of an event.
3. All visual effects and balancing or modification of sound created by the unit will be done by the performing members on the established performing surface. A staff member of the group is permitted to balance the amplified audio of the performers as long as the adult does not trigger a sound or create an effect. This can take place from the front sidelines, on the field (if the pit is on the field) or in the stands. This is to allow the staff to be available to prevent a problem with feedback, wind noise, or other unintended sound in the PA system without incurring a penalty. If audio samples or electronic instruments are used, these must be triggered by the performing members, not by the audio technician. Penalty is two (2.0) points per violation.

I. Host Band

1. A host band may not compete in their own show, but may choose to be judged in exhibition.

J. Judged Exhibition

1. All judged exhibition scores will appear on the Cavalcade Recap Sheet.

K. American Flag Code

1. Use of the American Flag is optional.
2. Any design approved by the government as an American Flag is to be treated according to the Cavalcade rules. Each school's most current version of the American Flag must be accorded the position of honor.
3. The American Flag must always be guarded by rifle, saber, or sidearm within three (3) paces of the Flag. Guard may be positioned anywhere within a 360-degree radius. The interpretation of "Guard" is

person.

4. The American Flag may not back up.
5. No dance steps are permitted with the American Flag.
6. The American Flag may be posted and unguarded.

L. Band Behavior In The Stands After Their Performance

1. It is the band director's responsibility to control student behavior in the stands. After a warning, a 2.0 penalty will be assessed for student misbehavior and excessive noise from the student area. The warning and penalty will be assessed by a Cavalcade Official.

By – Laws

Judges and Judging Parameters

Section 1 - Approval of Judges

All judges and adjudicators for Cavalcade events must be approved by the Board of Directors. Cavalcade Judges:

- A. May not judge if affiliated with a unit in the event. This would include director, staff, parent, or school district employee, or an immediate family member of the aforementioned persons.
- B. May not judge the member unit until one (1) year after the season of affiliation with the member organization. C) Any conflict of interest deemed improper by the Judging Coordinator and/or the Chief Judge may result in disqualification of the judge for the event.

Section 2 - How Persons May Become Cavalcade Judges

To be an approved judge for a Cavalcade event the applicant shall meet the requirements and pass such examination as may be required by the Board of Directors.

Section 3 - Dismissal of Approved Judges

An approved judge may be dismissed from judging responsibilities for one (1) full year from the date of an incident occurrence, if one-third of the Cavalcade member schools present a written request for his/her dismissal.

Section 4 - Post Contest Meetings

The post contest meeting is intended to allow interaction between judges and staffs, and will utilize the following format:

- A. The Chief Judge will have control of the meeting and will be able to dismiss any or all persons or groups for misconduct. If inappropriate behavior is noted, the Chief Judge will inform the band director or official representative that the behavior of the staff is inappropriate and the critique will be concluded immediately. A second occurrence by any member of the staff will result in only the director of the school being eligible to attend post contest meetings for the next two regular season Cavalcade events that the school attends. If the director is the offending member, then no representative will be eligible to attend post contest meetings for the next two regular season Cavalcade events that the school attends. A report of such action will be given to the Executive Director who will in turn report to the general membership as soon as possible. The Cavalcade will immediately notify the administration of the penalized school in writing.

- B.** Three (3) units at a time will be permitted a separate meeting with each caption judging team:
1. Team 1 Field Music, Ensemble Music, Percussion
 2. Team 2 Field Visual, Ensemble Visual, Auxiliary
 3. Team 3 Overall Effect Music, Overall Effect Visual
- All three units will rotate through the meetings with each judging team with the following seasonal time limits:
- September through first 2 weekends in October – 5 minutes per judging team
 - 3rd weekend in October through the week before Championships – 4 minutes per judging team
- C.** Each staff will enter the critique in order of appearance. The Chief Judge may make exceptions to that order. There will be three (3) units and a maximum of nine (9) staff members present per unit at one time. The number of staff members may be reduced if the environment for critique does not allow the maximum staff size per table. This will be determined by the Chief Judge when the critique room is seen and will be communicated to the bands.
- D.** Post contest meetings will start no later than 30 minutes after the last judged band has finished performing.
- E.** Order for critique will be based on the order of performance. If a group is traveling a significant distance to a show, the director may request to go in first with the Judging Coordinator. Requests must be received by Monday prior to the competition.

Section 5 - Judging Protests

- A.** Post show review forms will be live online every Sunday evening by 5:00 PM through Tuesday evening at 5:00 PM. From Tuesday at 5:00 PM through Sunday at 5:00 PM, forms will not be on the website and review or protest information will not be accepted. For championship week, this time period will be 8:00 AM Sunday morning through 5:00 PM Monday evening prior to the A and Open seeding draw.
- B.** If, after a given contest, three or more units lodge a protest against any judge, the judge will be eliminated from judging that caption for the remainder of the season. A receipt of the protest will be acknowledged within one week. Judges protested by three (3) directors in the same show will have a hearing by the Cavalcade Board and said units who voted against the judge, within ten days of the protest. If the protested judge is cleared by the Cavalcade Board, s/he will be reinstated on the judging roster immediately; this action will be recognized in written form to the judge by the Cavalcade Judging Coordinator. The protested judge will not be permitted to judge during the period of time between the formal protest and the declared result of hearing indicated above.
- C.** Post show review forms for judges, to provide information on and about directors and staff, will be live online every Sunday evening by 5:00 PM through Tuesday evening at 5:00 PM. From Tuesday at 5:00 PM through Sunday at 5:00 PM, forms will not be on the website.

Section 6 - Marching Band Judging Parameters

- A.** A minimum of eight (8) judges must judge each Cavalcade Marching Field Event.
1. One (1) Chief Judge
 2. One (1) Tabulator
 3. One (1) Field Visual Judge
 4. One (1) Ensemble Visual Judge
 5. One (1) Field Music Judge
 6. One (1) Ensemble Music Judge
 7. One (1) Overall Effect Visual Judge
 8. One (1) Overall Music Effect Judge
 9. Special Captions, optional at weekly contests, mandatory at championships, will consist of ONLY Auxiliary and Percussion judges. Whenever these two caption are requested, judges must

be provided and judged by division like all other captions. Special awards must be presented for each division and not the entire show. A Drum Major judge WILL NOT be offered with Cavalcade judges at any contest. If a show host still wants to offer a drum major award, by division, this can be selected by a combination of the Chief Judge and Tabulator.

- B. The Chief Judge at each contest will inspect the field prior to the contest to ensure that it meets these minimum requirements
 - 1. Yard markers on both sidelines every ten (10) yards
 - 2. Yard lines every five (5) yards
 - 3. High school hash marks on each yard line.
- C. Adequate space for all equipment and supplies will be provided for the tabulator. This also must include electrical power.
- D. The Field Music, Field Visual judges will be positioned on the track or the field. All other judges will be positioned in or on the press box area, or in the stands.
- E. Judges will be afforded priority and courtesy relative to press box needs, so as to properly evaluate the contest. Placement of video equipment is subject to the discretion of the judges.
- F. Judges Etiquette. The judging area is limited to the judges working the show, caption chiefs, coordinators, administrators, and the Executive Director. Any of these persons having band affiliations will not be permitted in the critique room if their unit is in the show except for the critique time.
- G. The judge's fees for marching band will be \$225 a show for all caption judges, chief judges and tabulators. For each band over 14 bands, the fee is increased by \$10 per judge per band. One host band is judged free.
- H. Mileage for marching band judging responsibilities will be paid by Cavalcade as per the following formula (one way miles from home and only the driver receives mileage when commuting together): 0-74 miles – \$10, 75-149 miles - \$30.00, 150 miles and up \$60.00.
- I. If a judge is missing at a show for unforeseen circumstances, the score for this missing judge will be calculated as follows:

Field Visual – Average of Ensemble Visual and Overall Effect Visual

Ensemble Visual – Average of Field Visual and Overall Effect Visual

Overall Effect Visual – Average of Field Visual and Ensemble Visual

Field Music – Average of Ensemble Music and Overall Effect Music

Ensemble Music – Average of Field Music and Overall Effect Music

Overall Effect Music – Average of Field Music and Ensemble Music

J. Equal Advantage Scoring System

- 1. Judges will use an Equal Advantage Scoring System (EASS) for all marching band contests.
- 2. Within this system, individual judge's sheets will not exist. At the end of every show, participating bands will receive only a Timing and Penalty sheet, Team Summary and Division Recap.
- 3. Each judge will use Tote Sheets with sub-caption and total scores entered for each performing band.
- 4. Tote Sheets will be submitted to the Tabulator in clusters (groups) dependent on the number of bands, divisions, and logical break points within each show. Clusters will be determined, in advance, by the Judging Coordinator. The Judging Coordinator will communicate these clusters to judges. The Chief Judge, in communication with the Judging Coordinator, will handle last minute performance schedule changes.
- 5. Established sheet and box criteria along with sub caption spreads and number management processes will not change. Placards (printed and laminated caption sheets) will become a standard part of all judges' equipment. For reference, a set of caption sheets will be issued to all member schools prior to the season.
- 6. Within each cluster, judges may refine numbers if necessary. Refinement will provide judges with a reflection/review process throughout each cluster. Refinement will end when each Tote Sheet is submitted to the Tabulator.

Marching Band Activities

Section 1 - Initial Competitive Classifications

- A. Sizes for band Conferences are (shown as numbers of performers):
- | | |
|-------------------------|---------------|
| Independence Conference | 39 and below |
| American Conference | 40-55 |
| Liberty Conference | 56-75 |
| Yankee Conference | 76-100 |
| Patriot Conference | 101 and above |
- B. Bands entering the Cavalcade after August 1st will be placed in a conference, based on their total performing members.
- C. If a Cavalcade member group experiences an increase in the number of performing members after the August 1st reporting deadline, the director of the member school is required to immediately communicate this to the Executive Director.
- D. A one (1) point penalty per student member will be imposed for exceeding the declared number of performers within the framework of the classification system.
- E. Competitive conference names will be Independence, American, Liberty, Yankee, and Patriot.
- F. Bands may not change to a lower classification after September 30.
- G. A band may not compete in Championships if joining the circuit after September 30, however, a band may elect to perform in exhibition.

Section 2 - Adjudication Only Conference (Marching Band)

- A. The “Freedom” conference is an adjudication only conference. These bands must declare noncompetitive status prior to the beginning of the season and remain so for the entire season. The bands will be given judges’ digital files and a rating at the director’s request. At retreat these groups will be given participation plaques.
- B. Freedom Conference will receive standard or alternative evaluation at Championships. A minimum of one music and one visual judge will evaluate from the press box. Freedom Band Directors will elect to be adjudicated or not.

Section 3 - Competitive Conference Division for Marching Band Championships

- A. For marching band championships, each conference will be separated into two (2) divisions based on the average of their three (3) highest recorded scores EXCLUDING standstill performances. The average scores will also include host band/exhibition scores only if the host band performs in a time slot adjacent to the other bands performing in the same conference. These divisions will be labeled ‘A’ Division and ‘Open’ Division. The “Open” division will contain those bands with the highest average scores in the conference. If a band does not have three (3) scores, the remaining qualifying scores will be averaged.
1. Independence A and Independence Open
 2. American A and American Open
 3. Liberty A and Liberty Open
 4. Yankee A and Yankee Open
 5. Patriot A and Patriot Open
- B. The Sunday prior to Championships, the Judging Coordinator will compile the list of band’s average of their three (3) highest recorded scores EXCLUDING standstill performances, remove the school name from the list, then send the raw data to the Marching Band Administrator.

- C. The Marching Band Administrator will determine the most logical separation in the conference by:
 1. Locating the largest spread between consecutive highest scores
 2. Attempting to keep a minimum of four (4) bands in each division, and
 3. Attempting to keep a similar number of bands in each division
- D. **Championship Meeting.**
The Communications Coordinator will e-mail the Marching Band membership of the date, time, and location of the Championship meeting. This e-mail will also include an emergency phone number for the day of the meeting. The annual Championship meeting will occur the Monday prior to the Championships.
- E. Championship format for the two championship days shall be: Independence and Yankee "A" and "Open" Classes and American and Liberty "A" and "Open" classes. This will alleviate any guesswork for directors as to whether or not they perform on Saturday or Sunday.
- F. A group initially determined as an "A Division" group may elect to participate in the "Open Division." This decision must be communicated to the Executive Director by 8:00 pm on the day prior to the Championship meeting.

Section 4 - Marching Band Championship Information

A. Championship Location

1. The location of each conference championship event will be determined by the Executive Director and approved by the Board of Directors.

B. Championship Scheduling

1. Whenever possible, one championship weekend date will be utilized, with the A Divisions scheduled in the first show and the Open Divisions following. The conference divisions will have a rotation cycle for performance times each year. Conference Divisions will rotate upward. (See Championship Conference Divisions above).
2. The first weekend available for championships will be the last weekend in October.
3. If necessary, the Executive Director shall be permitted to group conferences on different weekends to balance the number of participating bands. This decision must be made no later than September 1st.

C. Championship Eligibility

1. All bands participating in championships must have participated in at least two (2) official Cavalcade events by the championship contest date, one of which must be during the last five (5) weeks of the season prior to Championship weekend, and be in good standing within the Cavalcade. The Executive Director may waive this clause in the event of a teacher strike, inclement weather or cancellation. Extenuating circumstance may be presented to the Executive Director for a special vote by the Cavalcade Board. One (1) judged exhibition per season shall be sanctioned as one of the two official Cavalcade events.

D. Championship Delay, Postponement, Cancellation

1. Any decision to delay, postpone, or cancel a championship contest will be made as soon as possible on the day of the event. This decision will be made no later than four (4) hours prior to the scheduled start of the championship event. Cavalcade reserves the right to delay, postpone, or cancel the championship event at any time should an act of God or any unforeseen circumstance present a threat or risk of injury to or in any way jeopardize the well-being of the participants and/or spectators. Any decision regarding these circumstances will be made, after consultation, by the Executive Director,

Judging Coordinator, and President.

2. Whenever possible, championship rain dates will be the Sunday following the originally scheduled Saturday date.

E. Championship Performance Times

The draw for championship order will be split into two groups (A and Open). These groups will then be divided in half for the purpose of the random draw. The bottom half of each division (A and Open) will compete in the first half time slots available within their given show. The top half will compete in the second half time slots available within their given show.

F. Championship Exhibition Performances

Championship post exhibition band performances will be limited to one per show.

G. Championship Ticket Sales

1. The minimum advance ticket sale amount for rebate at championships shall be: Independence - \$375.00, American - \$600.00, Liberty- \$825.00, Yankee and Patriot - \$1,125.00. All money and ticket returns from a participating school must be made to the designated location prior to the band's performance. The minimum amounts indicated will make the school eligible for potential rebates, although there is no guaranteed rebate amount.

2. The Cavalcade Board of Directors will establish ticket prices by September 1st, then communicate these prices to the Administrative Coordinator, Communications Coordinator, and the Marching Band Administrator.

H. Championship Judging Panels

1. The scheduling of Championship panels will be for the full A Division or the full Open Division whenever possible. Circumstances involving judges' affiliations or judges' availability may be taken into consideration in this matter, after consensus of the Judging Coordinator, Executive Director, and Cavalcade President.

2. No judge will be eligible to judge the championships unless the judge has adjudicated at least one Cavalcade show that season on that caption.

3. General Effect captions will be doubled for championships. Their scores will be averaged together.

4. Tabulators will be doubled for championships to ensure all scores, captions awards, most improved and digital files are processed accurately and timely.

I. Championship Stadium Lighting

1. The stadium lights at championships will be turned on when the Executive Director, Judging Coordinator, and Marching Band Administrator deem necessary.

J. Championship Awards, Recognition, and Disbursements

1. All placement awards will be presented by each band director.

2. Position 1, 2, and 3 in each conference division will receive a large plaque indicating Gold Medalist, Silver Medalist, and Bronze Medalist.

3. The 1st place band in each division will receive a championship flag.

4. The highest scoring open division band in each conference will receive a traveling trophy. The recipient of this trophy is responsible for the care/maintenance of the trophy. The trophy must be

returned to the Cavalcade Administrative Coordinator no later than the annual championship meeting and in the same condition it was originally received.

5. 4th through last place bands will receive trophies with placement engraved on the trophy.

6. Plaques will be awarded for the highest scores in each division at each championship event for the categories of:

- A. High Visual Performance (determined by average of the two visual performance scores)
- B. High Music Performance (determined by the average of the two music performance scores)
- C. High Overall Effect (determined by the average of the two overall effect scores)
- D. Best Auxiliary Unit
- E. Best Percussion Section

7. Named/special memory awards will be awarded to the highest score in the respective categories for both championship shows. An award will be given in each conference and classification:

Yankee Conference Reid Lessig Best Overall Effect
American Conference Al Sacko Best Visual Performance
Independence Conference Tony Ferriola Best Visual Performance

8. Caption winners will be announced just prior to their score announcement.

9. A trophy will be awarded in each conference at each championship and classification to the band with the most improved score for the season. 1st place bands will not be eligible for this award. Judged exhibition performances will be considered for this award.

10. All bands will receive a complimentary DVD of their individual performance.

11. Additional awards may be presented at the discretion of the Board.

12. Every student and staff member who participates in championships will receive a patch designating the event.

K. At championships, if a group is warming up outside the official warm-up area, the Cavalcade official monitoring the warm-up area will warn the group. If the problem persists, the official will then hand his headset (which is in communication with the Chief Judge), to the staff member on the scene. The Chief Judge will then inform the group that they have been penalized. Penalty - 2.0 Points per Violation.

L. Post contest band exhibition (college) performances will be limited to one per show.

Section 5 - Marching Band Season Conclusion

The conclusion of the marching band season as designated by the marching band championship events, will be no later than the Sunday following the second Saturday in November.

Section 6 - Effects

Cavalcade assumes no liability and/or financial responsibility for the loss of effects or related materials due to the delay, postponement, or cancellation of an event.

Section 7 - Event Schedules and Performance Positions

Contest schedules and positions will be determined by the band directors of the sponsoring school. Performance positions will be drawn by the contest sponsor and each competing unit will be notified in writing of the drawing date. The results of the drawing will be sent to the competing bands at least two (2) weeks in advance of the competition date. Any late entry in a contest after the drawing for that contest will perform first within the classification at that contest. Any replacement band could assume the performance

position of the band it replaces.

Section 8 - Official Cavalcade Events

To sponsor a Cavalcade marching event, the Marching Band Administrator must approve the event. The event schedule will be limited to six (6) contests per week with the option for an additional seventh (7th) contest to be held outside of the normal Cavalcade membership boundaries (outside PA, NJ, DE, MD). Priority in scheduling events will be given to those schools that sponsored a Cavalcade contest on a given weekend during the previous Cavalcade Season. The Marching Band Administrator, Judging Coordinator and Executive Director must approve any scheduling past six events per weekend. The Cavalcade marching band season begins on the first Saturday following Labor Day.

Section 9 - Completed Events

A contest shall be determined as complete if:

1. Two (2) organizations in a four-organization contest have completed their performances
2. Three (3) organizations in a five or more-organization contest have completed their performances

Section 10 - Marching Band Event Sponsor Fees, Obligations and Meetings

- A. All show sponsors must be a member in good standing of the Cavalcade in order to sponsor an official Cavalcade contest.
- B. There shall be a fee of \$225.00 payable by check on the night of the contest to the Cavalcade by each sponsor of a marching band field show contest.
- C. Contest sponsor meetings will be held prior to the Spring General membership meeting. First and second year Show Hosts and first and second year Host Band Directors are required to attend. The meeting is optional for all other Show Hosts. Failure to attend will result in forfeiture of the school district's ability to host a show for that season. The Executive Director has authority to waive this procedure if deemed necessary and appropriate.
- D. The Cavalcade Contract between the participating director's school and the show sponsor will serve as the official commitment to a contest. Copies of this form will be kept by the show sponsor, band director of the participating school. The minimum participation fee may not be paid if a contract is not signed.
- E. Amended or updated show commitment forms must be sent to the Administrative Coordinator and the Judging Coordinator by the deadline indicated on the form.
- F. Show hosts must have an Auxiliary and Percussion judges if they are presenting special awards for each division. These judges must be requested at the time a show contract is submitted. If they are not requested at this time, we may not be able to fill these requests if asked for later in the season. If a host applies for, but is not supplied with these caption judges, then the following system will determine these special award winners and the show host will not be charged:

Auxiliary – Average of Field Visual, Ensemble Visual and Overall General Effect Visual
Percussion – Average of Field Music, Ensemble Music and Overall Effect Music

- G. Awards Ceremony - The Awards Ceremonies at local shows is recommended to begin by 10:00 p.m., unless the show is delayed due to inclement weather.
- H. For shows out of the normal Cavalcade membership boundaries (outside PA, NJ, DE and MD), the judge's fee will be \$275 a show for all caption judges, chief judges and tabulators. For each band over 14 bands, the fee is increased by \$10 per judge per band with one host band judged free. The show host fee for these shows shall be \$500. In addition, it is suggested to remove all special awards from these shows.

Section 11 - Minimum Fee for a Cavalcade Band Participating In a Marching Event

- A. The minimum guaranteed fee to a Cavalcade member band shall be as follows: \$250.00 for Independence and American conferences, \$300.00 for Liberty, Yankee and Patriot conferences, and \$150.00 for the Freedom conference.
- B. This fee shall be paid by the sponsor to the participating director on the night of the contest.

Section 12 - Cancellation Fee

A fee of \$25.00 cancellation or rescheduling will be charged by the Cavalcade to the event host if an event is canceled or rescheduled after receipt of the signed sponsor's contract. Cancellation fees will not be paid if cancellation occurs due to weather related situations.

Section 13 - Clinics

Attendance at any scheduled judge's clinic (live, conference call or webinar) is mandatory for all judges. If a judge does not attend the clinic s/he will not be permitted to judge that season. The Education Coordinator and Judging Coordinator shall determine the validity of any exception and schedule a makeup clinic for the affected person(s).

Section 14 - Scoring

Official Cavalcade rules and score sheets will be used at all Cavalcade approved events. All competitive scores and placements will be announced at all events including championships.

Section 15 - Marching Band Regular Season Event Awards

Awards are to be given for 1st, 2nd, and 3rd place finishes. Participation awards may be given at the contest sponsor's discretion. Should the contest sponsor decide to award participation awards all performing units must receive an award. Freedom Conference bands shall receive participation plaques.

Section 16 - Indoor Music Evaluation (Marching Band season)

- A. Introduction Indoor shows can be held in the event that a regularly scheduled show is rained out and there is no rain date scheduled. In such case, the show will be moved into a gymnasium or auditorium where only the music portion will be judged, including timing and penalties. If room permits, the color guards may perform from a stand still position. No points will be awarded for color guard performance.
- B. Positioning of Judges The music judges and percussion judge should position themselves so as to have the best possible listening experience. Judges should be in the audience and not on the floor or stage. The Chief Judge will consult with the show host to arrange a location which is acceptable in what will be recognized as a less than ideal situation.
- C. Procedures
 1. The three music judges will adjudicate each band using the captions to which they were assigned for the marching band field show. The percussion judge will also evaluate each band using the current percussion form.
 2. The same timing and penalties for marching band field shows will be enforced for warm-ups and entering and leaving the performing area.
 3. Judging will commence with the first note of music following the drum major salute, and will cease with the completion of the performance.
 4. The post contest meeting will be held with the music judges.
 5. Indoor shows will be considered an official Cavalcade event.

D. Scoring

1. Indoor Score Formula designed to eliminate use of "perfect" visual scores: Total is still 100 points
FM = 20 points
EM = 20 points
Music Average = 20 points (take the IM and EM scores to get an average. This would replace the visual average from indoor shows.)
OEM = 40 points (judges score X 2) Include these scores when determining "A" and "Open" divisions at championships.
2. Any special awards, i.e. Best Drum Major, various music or section or caption awards, best drum line, etc. may still be awarded.
3. The procedure for scoring shall be announced to the audience prior to the official announcement of the scores.

Section 17 - Withdrawal from an Event

- A.** A yearly contract participation form will have been mailed to each member school director by August 1st. The director will indicate the events the member school band will be committed to, and then return the form to the Communication Coordinator by September 1st. This will serve as a signed contractual agreement between the member school and the Cavalcade. Withdrawal from a contest after September 1st would be permitted for the following reasons only:
1. Inclement weather causing a change in school activity or involving the actual contest date.
 2. Rescheduled contest date.
 3. Mutual agreement between the member school band and the contest sponsor.
 4. Emergency or extenuating circumstances as approved by the Executive Director Violation of this policy shall result in the member school band being ineligible for participation in championships for a period of one (1) year.

Section 18 - Season Passes

Director/Staff Passes, Handler Passes (for parent support staff) and Administration Passes (for school principals and board members) will be mailed prior to the season by the Administrative Coordinator.

Section 19

All Total scores including exhibition scores will be posted on the web page.