



JAZZ BAND INFORMATION

Rules and Regulations

Jazz Band Activities

- A.** There will be no 1st, 2nd, or 3rd place awards. There will only be ratings based on points from three sanctioned Cavalcade Jazz Judges. No scores will be announced.
- B.** *Adjudicators will be permitted to use .5 of a point as scores from 1 through 4. Example – 1-1.5, 2-2.5, 3-3.5 and 4.*
- C.** A jazz band's rating will be determined by two (2) judges' equal ratings regardless of the rating of the third judge. If all three judges have different ratings, the computer average of all three (3) judges' scores will determine the band's rating. (Superior = 21 to 31 points), (Outstanding = 32 to 43 points) (Excellent = 44 to 63 points), (Very Good = 64 to 84 points).
- D.** Each band is recommended to play three separate selections. If a band is performing a major, lengthy work, only two selections are recommended. The tabulator will score the lengthy work as two songs. The lengthy selections must be approved in advance (at least two weeks prior to the performance) by the jazz chief judge.
- E.** Each band must use the 'stack' (three level) setup.
- F.** After each show, directors will receive their band's score sheets and commentary through Competition Suite. There is no post contest meeting. Directors may make their email addresses available to the judges via the judging coordinator for the judges to contact the directors with specific suggestions if deemed necessary by the judges.
- G.** The director is responsible for the conduct of his/her students at shows. Jazz band members should represent their schools and communities in a positive manner. If a band member behaves in a negative manner, the Jazz Committee Chairperson may send a letter detailing the behavior to the director and/or principal.
- H.** A school must participate in at least two (2) sanctioned Cavalcade Jazz Band events during the current season prior to the Cavalcade Championship date, in order to participate in the Cavalcade Jazz Championship. New Jersey bands must perform in at least one sanctioned show prior to the New Jersey Regional Championship date. If any sanctioned jazz show is canceled, those scheduled bands will be credited with that participation. They must still perform their four or five songs in their remaining show/s.

I. When a band is introduced at the beginning of their performance, no prior awards will be announced. This may be done after the band has finished its performance.

J. High School Jazz Bands may participate in one of two (2) classifications at CBA jazz events. Band Directors choose the classification in which they wish to participate by January 30.

A Class - Intended for High School jazz ensembles that primarily perform Grade 3 - 4 literature (Medium to Medium-Advanced). A Class bands must play at least 4 different charts at shows during the season to be eligible for championships (shows can include exhibition performances and Championships).

Open Class - Intended for High School jazz ensembles that primarily perform Grade 4 - 6 literature (Medium-Advanced to Advanced). Open Class bands must play at least 5 different charts at shows during the season to be eligible for championships (shows can include exhibition performances and Championships).

If, after reviewing the scores following a performance, the Chief Judge, Judging Coordinator and Jazz Administrator feel a band is incorrectly classified as an A Class band, the panel may recommend to the director of that band that they move into Open class for any future Cavalcade jazz events that season. The director will, in good faith, retain final decision making authority as to what classification they choose for their band, but once a band selects to participate in Open Class in a given season, they must remain in Open Class for that season. A band initially classified as A class may choose to move into Open Class at their discretion, but must do so at least 4 weeks prior to championships.

K. Sound Systems

1. A school representative from the performing school may be positioned near the sound board operator to help with sound levels. In order to save setup time, it is strongly suggested that bands use the house system. If a band wishes to use their own sound system, it must be set up prior to the start of the show.

L. Awards

Only ratings will be announced at shows - no scores. Ratings will be announced by class, with A Class ratings being announced first in order of appearance and then Open Class ratings in order of appearance.

The following awards will also be given:

1. Three to six Best Soloist awards across the entire show, regardless of class (the chief judge, after consultation with the judges regarding soloist performances and consideration of the number of bands at the show, shall decide whether to award between 3 and 6 Best Soloist awards at the show). Honorable mention solo awards may be awarded at the discretion of the judges. These awards will be decided upon by discussion amongst the judges as in the past.
2. Four Best Section awards (saxophone, trumpet, trombone, and rhythm) in each class will be recognized at all events. Show hosts may present certificates for these awards and shall not be required to present plaques or trophies for Best Section awards as they see fit.
3. Best sight-reading may be awarded at the discretion of the host school if the host school requests an additional judge for a sight-reading room. Other special awards presented by the host school must be approved by the CBA Jazz Band Administrator prior to the show.

M. Jazz Director of the Year

1. A Cavalcade "Jazz Director of the Year" electronic ballot will be sent to all jazz directors about a week before the championships show. It must be returned the day before the first jazz championship show. The winning director will be announced at the awards ceremony of his/her division. Criteria: A.) The director's school must have been a member of Cavalcade of Bands for at least three years. B.) The director must have directed a band that participated in Cavalcade Jazz Band Championships for at least three years. C.) The director works diligently to improve his/her school's jazz program.

N. Timing

1. Tabulators will time all bands. Time will start with the first note and end with the last note. Performance time will be noted on the band's score folder. If a band's performance is longer than twenty (20) minutes, a warning will be issued to the director of the offending band by the chief judge. The tabulator must be in a location where he/she can see the entire stage. If the band director has a technical problem with equipment during the performance, the tabulator must stop the time until the situation is corrected.
2. Timing Penalties: A.) If a band's performance is exceptionally long, the Jazz Judging Coordinator will give the director a written warning. B.) After a warning is given, at the next show, if that band still plays longer than 20 minutes, all judging will stop at 20 minutes and the band's rating will be lowered by one rating. If this happens a third time, the band will be disqualified and they will not receive any awards, judge's files, or score sheets and their performance will not count towards Cavalcade shows to qualify for Cavalcade Jazz Championship participation. C.) The tabulator will time the next performance and the judges will stop 20 minutes after the first note is played. The band will not be permitted to participate in the Jazz Band Championships at the end of the season. If the infraction occurs at the championships, the band will not be permitted to participate in the championship during the following season.

O. Clinic

1. If deemed necessary by the jazz committee, a clinic may be held prior to the beginning of the jazz season.

P. Substitute Eligibility

1. In an emergency situation, a student from another high school band will be permitted to substitute with the approval of the Jazz Administrator. The band will not be eligible for ratings or section awards. Judges will still provide commentary through Competition Suite.

Q. Tuning

1. At a high school show, tuning the entire band on stage is not permitted.

R. Sound suggestions

1. Each band is permitted to have someone sit with the soundperson and make suggestions during the performance.

S. Cancellation

1. If a band cancels from a regular season show within three weeks of the show date, the band will perform first in their division at championships. If more than one band is involved, there will be a draw for the earliest positions.

T. Bond Fee

1. A host school has the option of collecting (in advance) a \$30 security check (made out to the host school) for their participating bands. This will be returned to each band the evening of their performance.
2. If a band cancels one week prior to the show date, the host school may keep the security check to help pay for purchased trophies, etc. This will be under the control of the host director not Cavalcade.

U. Lab Bands

1. *If other players from the school's regular jazz band are also in the Lab Band, the player/s section of the Lab Band will not be eligible for the "Best Section" award. Those players are also not eligible for solo awards in the Lab Band. These players and their section/s must be brought to the attention of the show's chief judge prior to their performance. Students who perform on a different type of instrument in the Lab Band shall be exempt from this rule. (i.e., student plays a sax instrument in the top band but plays piano in the lab band).*

V. Middle/Elementary Jazz Festivals

1. ***One Cavalcade Jazz Adjudicator and one Jazz Tabulator will be assigned to these shows.***
2. There will be tape comments but no scores, ratings, or score sheets at regular shows.
3. The adjudicator will select one (1) best soloist from each band including host school.
4. The adjudicator will select the best Section from each band (optional for host school).
5. The adjudicator will select 3 Overall Best Soloists from the participating bands. Cavalcade will provide these three (3) soloist metals.
6. Each school will be assigned a classroom when they arrive for tuning, warm-up. Once the show starts ALL bands will stay in the performance area and listen to the other bands with their directors. When a band is finished, they will exit the stage and return to their seats in the auditorium. The only exception would be to use the restrooms or visit the refreshment area. Each band will be allowed a brief tune-up on stage before they perform.
7. The host school will provide a drum-set, piano, bass amp, and guitar amp as well as microphones.
8. If a Championship is held, there will be three adjudicators (3) using the Cavalcade Jazz judge's sheets - in addition to the soloist awards, an Overall Winner in each division will be announced. There will be four (4) divisions: Division A (Yankee Class) = students from the same school from grades 6 through 9 Division B (Liberty Class) = students from the same school from grades 4 through 8 Division C (American Class) = students from different school's grades 4 through 9 Division D (Freedom Class) = students from the same school just in exhibition - not in competition.
9. Schools must participate in at least one (1) Cavalcade Middle/Elementary or High School sanctioned show.
10. ***A high school band may perform in exhibition (not judged) at a Middle School/Elementary Jazz Show, but can request to receive commentary from the judge if desired. If they receive commentary, that will count as one of the judged performances according to the pay scale for the judge and the tabulator.***

By Laws

Section 1 – Jazz Band

- A. Committee members will consist of the Jazz Band Liaison, and no more than five (5) members at large (appointed on a yearly basis by the Jazz Band Liaison). Advisors will be the Cavalcade Judging Coordinator

and the Jazz Band Administrator.

Section 2 – Cavalcade Jazz Band Championships

- A.** Member schools must fill out the official entry form and send it to the Communications Coordinator by the indicated deadline. After submitting the official championship entry form, a band must perform at championships unless the director contacts the jazz administrator at least 10 days prior to the championship date. If the school cancels after the championship drawing, they must pay a \$100 fine prior to their next Cavalcade event or they may not participate in that event. This may be waived only by the Cavalcade Executive Director. Please note the following:
1. Date: Championship date will be the last day of the Jazz Band Season.
 2. Place: A neutral school should be selected if possible, determined by the Executive Director and Jazz Band Administrator.
 3. Time: The Cavalcade Jazz Band Championship will usually begin at 7:00 p.m. or earlier.

B. Awards

1. For each classification:
 - a. Rating (Superior with Honors (1.25 or lower), Superior, Outstanding, Excellent, or Very Good.

This will make the ratings in the following order:

Superior (with Honors 1.25 or lower) only at Championships

Superior

Outstanding

Excellent

Very Good

- b. Best overall section awards

c. Best overall soloists - There will be a minimum of three (3) and a maximum of six (6) solo awards in each division. This does not include the Rick Kerber trumpet award.

d. The Overall Champion shall be determined by the highest rating achieved in each show and division. When multiple ensembles achieve the same rating, then the lowest average score by those bands with the same ratings will be used to determine the overall champion.

- C.** Three (3) sanctioned Cavalcade Jazz Judges will be used.

D. Championship Divisions will be determined by the Cavalcade Jazz Band Administrator in consultation with the Jazz Liaison, based upon the season's average scores. This will be determined at least three (3) weeks prior to the Cavalcade championship date. The New Jersey Regional Championship divisions will be determined three (3) weeks prior to this championship date. If for some reason a band has not the mandatory required number of performances prior to the three weeks before their championship, the Jazz Administrator and Judging Coordinator will determine that bands division.

The Jazz Administrator shall divide all A class bands into an appropriate number of championships divisions of approximately equal size based on their season's average scores, endeavoring to have approximately 8 - 13 A class bands per division.

The Jazz Administrator shall divide all Open class bands into an appropriate number of championships divisions of approximately equal size based on their season's average scores, endeavoring to have approximately 8 – 13 Open class bands per division.

Names of Jazz divisions for the Cavalcade Jazz Championships will be:

- * Glenn Miller Division (Division 4)
- * Woody Herman Division (Division 3)
- * Maynard Ferguson Division (Division 2)
- * Duke Ellington Division (Division 1)

Depending on the number of participating bands, each adjudication class (A and Open) may be divided into an appropriate number of divisions as determined by the Jazz Administrator, Jazz Liaison and Judging Coordinator. Each additional championship division added beyond the existing four shall be given a unique composer/arranger/bandleader name without reference to any numerical ranking.

For any band that moves up from A class to Open class during the season, in order for their average score to be considered for championship placement, a band must have two (2) scores on record as an Open class band, or else they will automatically be placed in the lowest division in Open class.

E. All schools that compete in Jazz Championship must be a Cavalcade member in good standing and perform in at least two (2) sanctioned jazz shows prior to the Cavalcade Championship.

F. To perform at championships, a band must perform at least four different selections during the season. To be eligible for the Duke Ellington Division, a band must play at least five different selections during the season. Their 5th selection may be played at the Cavalcade Championship. This may be waived in special circumstances at the discretion of the Jazz Administrator.

G. Order of appearance at Jazz Championships: When submitting the Jazz Championship entry form, a school must stipulate if there is a scheduling problem with the Friday or Saturday show date for their band. Bands may opt to move up a division if there is a scheduling problem with their school except for the Duke Ellington Division unless there are less than 12 bands that qualified to be in the top 12 bands (must have played 5 selections during the season). The Championship schedules are posted on the web site, any band entering after that time, will perform first. The names of the participating jazz bands will be drawn randomly from a computer program by the Jazz Coordinator after the Judging Coordinator selects divisions. Any school that joins Cavalcade after January 15 of that school year will go on first or at the beginning of Jazz Championships.

H. Jazz Championship recaps will be sent to Championship Jazz Directors the week after Championships.

J. New Jersey Regional Jazz Championship – if enough interest, there will be a Cavalcade New Jersey Regional Jazz Championship (only New Jersey bands). All divisions will be held at a New Jersey Location. All Cavalcade rules will apply but bands must have participated in a least one (1) sanctioned Cavalcade jazz show (either in New Jersey or Pennsylvania) prior to the New Jersey Regional date. Bands must be Cavalcade members in good standing. These bands may also participate in Cavalcade’s regular Jazz Championship but must have participated in at least two (2) Cavalcade sanctioned shows prior to the Cavalcade Jazz Championship. If under 12 participating bands at the New Jersey Regional Jazz Championships, there will be three divisions:

- * Tommy Dorsey Division (formally Independence)
- * Buddy Rich Division (formally American or Liberty)
- * Count Basie Division (formally Yankee)

If there are 12 or more participating bands, a 4th division will be used.

L. The base fee payable for the first 9 judged bands (including judged exhibitions) at a Cavalcade jazz event shall be \$225 to each of the three (3) judges and \$180 to the tabulator. For each band to be judged beyond the first 9 judged bands, each judge shall be compensated with an additional \$25 per band and the tabulator shall be compensated with an additional \$10 per band.

M. Under unusual circumstances and with the approval of the Jazz Administrator, a jazz band may switch a performance time schedule with another band but it is up to the two band directors to make the change. This must be done before one week prior to their championship.

N. To help the Jazz Championship show host schools with the scheduling of their band, the Jazz Administrator will make the division schedule for the Friday or Saturday night locations. This will be done as soon as possible after divisions are selected three (3) weeks prior to the championship dates.

Section 3 – Jazz Band Judging Parameters.

- A.** Only approved Cavalcade Jazz Band Judges may judge shows.
- B.** The host director of a Cavalcade sanctioned show may submit a list of judges s/he wants to request for his/her show. This must be done by December 15th. The Cavalcade Judging Coordinator will then select judges for all shows and work to accommodate each hosts request. It is understood that a rotation of judges is the goal of the Cavalcade Judging Coordinator.
- C.** The Cavalcade Judging Coordinator will assign and notify judges of their show assignments. S/he will also notify the show host of all selected judges.
- D.** As an option to host school shows, it is suggested that Sight Reading be offered as part of the show. If this is the case, it must be mentioned to the participating directors prior to that show date. This sight reading is optional for the participating bands. The sight-reading score will not be reflected in a band's rating - it is meant for educational purposes only. To assist host directors, detailed procedures will be posted on the Cavalcade webpage.
- E.** If a band joins a show after the host director posts or announces the order of appearance, that jazz band must go on first unless there are extenuating circumstances. In the case of extenuating circumstances, this must be approved by the jazz administrator.

Cavalcade Parliamentary Authority

Section 1 - Parameters. Robert's Rules of Order (revised) shall govern when not in direct conflict with the established Cavalcade By-Laws.