



Administrative Team Spring Reports

Monday May 6, 2018

Executive Director Spring 2018 Report

Overview

By my third year in this position, I was hoping to have a number of areas completed or in full progress. Due to some continual issues of the past and the time commitment to manage our Rose Parade Honor Band, I'm not as far along in my third year as I had hoped.

This position has become a second full time job. With this, I need to look at better ways to handle situations, streamline processes, complete tasks faster and get a bit of my personal life back. This will be a goal for the second part of the year.

While very time consuming, I love this job. I also love the team of administrators which I have the honor of working with. I take this awesome responsibility very seriously and will continue to strive for excellence in all I can bring to the organization. Thank you all for your continued trust, understanding and patience with me throughout this journey.

Indoor

Our decision to adjust the indoor season earlier and have championships much sooner, proved extremely successful. Attending shows at Chichester, Hatboro Horsham, Pennridge and Championships, this was the right thing move. Marcel's attention to detail with all the units and for also having a variety of student clinics at most shows, is an amazing service we are offering, which most other circuits do not.

Financially, indoor championships were a large loss. Even with more schools than last year, many bringing multiple units, the gate was just not there this year. Our prices were the same for the past few years, we did pay staff for their help (which I feel is the right thing to do), it was a beautiful day but still profits were significantly down. Clearly something we need to work on for next year.

The continual presence from the East Coast Percussion Alliance is something which I struggle to support. I am not alone with this as I know KIDA and TIA do not support this currently either. Time will tell on how this develops, and whether it makes sense for CI to be involved or not.

Jazz

Our jazz band division is the very best on the east coast, if not country. Ed, Glenn and John have worked tirelessly to reach this point and I am extremely thankful for all of their efforts. So much so, my involvement in this area is minimal, even though I should be more involved. However, Ed and John keep me fully informed. I will greatly miss Ed's involvement as he retires from this long-standing Cavalcade role and thank him for his unending passion with jazz. Attending the Daniel Boone festival and two of the jazz championships, our jazz division is amazing.

Marching

While a bit on the back burner for the winter, both Hershey and J Birney Crum stadiums are confirmed for our championships. Ken has been working to secure more college exhibitions at championships, which continues to be difficult. West Chester will not be with us this fall as they are attending BOA championships. The championship

task for which I had hoped to work on through the winter, just never happened due to my time with the Rose Parade band. This is something I will still do, I just don't know when.

Business Areas

- After many many months, we have received a trademark TM for our logo. This will be added to the main logo very soon. This does not apply to our jazz and indoor logos.
- Also, after many months, our 501c3 application process is completed. Final review will be taking place by the Foundation Group, before final processing. When approved, there will be the need to have more stringent financial accounting, implementation and employee tax control which most likely will require hiring a company to handle this for us. This also should open the door for more corporate sponsorships.
- Our state documents continue to be in Mitch Adams name, which has been something difficult to change so far, but I will work to complete this.
- Our move to Tresona Music and the SPiN network is a positive one. Several positive meetings over the last year or so have led to this group decision. Older videos will be uploaded over the summer.
- The NJMEA convention proved to have some good interest from NJ directors, but not much has happened yet. The overall convention was very slow, and I question whether we should continue attending.
- PMEA was an extremely successful and active convention over the two days in Lancaster. Good contact, conversations, potential sponsors provided for an overall great convention. Even with next years convention in Pittsburgh, with the NAFME Eastern Division Convention, we need to attend this to possibly attract schools from the western side of the state.
- Keith Gromis and I have continued to strengthen our contacts and working relationship with all financial matters. We are still working through legacy credit card issues and other financial details not concluded by our predecessors. He is an incredible person to have in this position for Cavalcade.
- As needed, I continue to work with Bryan Tuk on various legal issues as well as the Tresona/SPiN partnership. He is an amazing asset for us to have as a partner.

Cavalcade 2019 Tournament of Roses Honor Band

- Since being accepted to the Rose Parade, I have worked tirelessly with our team on the many details needed to accomplish this effort. From January to now, this has become more involved.
- We have held 8 parent/student informational meetings and 4 administrative team meetings.
- Along with Scott, we viewed all student application data and video applications.
- Once accepted, I sent emails and letters to each student notifying them of being accepted.
- As money started arriving, worked with Sue Smith on any financial matters which needed help.
- Worked with Courtney Beard on the many aspects of the TOR website.
- Worked with Jill Moyer on swag item options.
- Worked with Michal Rittler on many uniform and communication areas.
- Coordinated Gerald and Trina Freeny's visit and hosted the Tournament of Roses President and his wife over 5 days in mid-April.
- All of this was leading up to our first practice/meeting in mid-April, which was extremely successful.
- Work will continue, throughout the year, with the many areas needed to prepare for two more spring practices and then a 3-day camp in early August.
- We have a great team leading our students, currently from 19 different Cavalcade schools, to Pasadena at the end of this year.

Thank you for the opportunities and honor to hold this position for Cavalcade. It is a position I never take lightly and am always striving for a positive direction of the whole moving forward.

Respectfully submitted, Paul Smith



JUDGING COORDINATOR REPORT – SPRING 2018

2018 JAZZ RECAP

We kicked off the season in great fashion with our 3rd annual Jazz Fest hosted by Upper Moreland High School. Once again, we used this opportunity to hold our jazz judge's clinic. Along with these two events, we hosted the USAF "Airmen of Note" as our exhibition band. They provided both a concert and master class to the bands who attended. Thanks for this goes to jazz judge Chris Farr who partnered us with University of the Arts in bringing the Airmen to Cavalcade.

Our clinic once again provided a forum for our jazz judging team to discuss and exchange ideas as well as go over the changes to the 2018 Jazz judging system.

Introduced for 2018 was the availability and usage of half points to allow greater freedom to numerically evaluate the bands and provide season long growth through the rating tiers. This was a goal on last year's report. Overall this proved to be implemented successfully, and we received great feedback from our judges with this change. We had a couple of our veteran judges who chose not to utilize the half points which we addressed during the season but will need to continue to stress uniformity in our application of numbers. This continues to be a focus with jazz as we try to create consistency of thought throughout our 3-circuit community on criteria and judging. This is a further development as we bring the Jazz adjudicators under the total Cavalcade philosophy.

We continued to develop the tolerances and mind set to further separate and define A Class ensembles and Open Class. We are not as "encouraging" to the A groups and not as "critical" to the Open groups which creates a lack of consistency for those groups who are on the border of both class. As this is a new thought process for Jazz, we may need to develop different sheets for each class as using the same criteria continues to cloud the tolerances.

Adding tabulators to ALL Jazz shows proved to be a smoother process than our one judge only panel process from last year. While this did raise the cost to our elementary school shows, which reduced those from 4 to 2 festivals. However, it allowed our judges to do what they do best and leave the operational aspects to someone who was trained for that job as well as allow immediate access to their files after their performances as opposed to when we can receive and upload the files.

2018 INDOOR RECAP

The decision to schedule a shorter and earlier indoor season, proved to be a great help in the overall scheduling and availability of judges to staff our circuit. We were able to fully staff each show as well as provide a variety of judges who were truly “Indoor Specialists”. One of our weaknesses with indoor was that we all too often had outdoor judges judging indoor, which created a lack of experience on the differences in the indoor artform as well as a fuller understanding of the various classes and skill sets that are judged.

Early in the season we recognized that our Novice and Middle School scores were low for what our expectations were for these developing groups. A deeper look into these scores identified that our actual defined box tolerances/numbers were not “correct” and consistent with our Novice Percussion sheets. This was causing early show scores for these groups to be in the 50-point range. Credit should be given to our judging teams as based on the sheets they were scoring appropriately, our box numbers needed to be addressed. We updated those numbers to reflect our Novice Percussion sheets and continued through the season, better providing the groups a more educational experience. I will be working on these sheets for next year to create a Cavalcade branded sheet with updated backs of all the Novice/Middle School sheets for 2019.

We were able to test our tablets during this season using Competition Suite fully and giving our judges the opportunity to directly input numbers and by championships record commentary directly to the software. There were limited issues with these as all our tablets were 4G capable and we didn’t have to deal with any WIFI problems. Issues were limited to user/training errors which will be easy to coach. Depending on availability in adding more equipment we could use these in the fall, but plan to use these in all shows in 2019. The benefits realized were a shortened tabulation time providing more timely results at shows.

FALL OUTLOOK

I have scheduled about two thirds of the outdoor season with plans to have this completed by the middle of May. We appear to be able to fully staff our season but may have a shortage on field visual due to judges choosing not to judge in 2018.

We will be working on a more detailed clinic with both our Education Coordinator and caption heads, to fully define all our sheets and box definitions going towards the 2018 season.

Respectfully submitted,

John Keane – Judging Coordinator.

CAVALCADE OF BANDS

Education through musical involvement.

Director of Education report: Post WINTER INDOOR season 2018

WHAT WE FOCUSED ON: I did not review or interface with any musical adjudicators of the jazz programs. I thought I would be contacted if I could assist in any way with that facet of Cavalcade.

1. **JUDGES ACCOUNTABILITY-** Define and refine a professional standard for individual accountability & improvement for the winter(s). In review of commentary of some working judges it is clear that focus on defining and clarifying appropriate commentary to remain focused to caption should be addressed for 2019. There is too much cross caption or mixed focus commentary. Ensemble to GE and vice versa is an area we need serious reframing of.
2. **REEDUCATION SPECIFIC INDIVIDUALS-** In pursuant to concerns from bands and 2017 post season, specific judges were examined to develop individual educational plans for improvement. Communications were sent to 3 different judges who asked to be reviewed. Positive responses were given.
3. **DEFINED PRIORITY FOCUS ON 2018- TOP BOX DOMINANCE, BEFORE NUMBERS ASSESMENT.** Again, in the winter, scores may not have always reflected the appropriate analysis of top box integrity. I.e: Clean does not mean good composition, or great repertoires.
4. **JUDGES TRIALED TO A NEW CAPTION:** Izzy Delgado trialed in GE and received commentary via email/recordings and also discussed in person on 4/14/18 some finer points. He could be utilized as a visual utility judge being able to cover all the upstairs captions. I suggested to John K, to consider Izzy on an expanded level.
5. **Current judges encouraged to trial new captions.** Throughout season. No tapes/commentary submitted. I basically looked around myself.

Horizontal programing:

1." strongly suggest" IE: DEMAND JUDGES TO USE THE SELF ASSESMENT

TOOL- Judges asked to assess themselves. This needs to seriously take place it is accountability at its basic form.

2. **Follow Up on new judges:** Chris Ortego- T&P, Carl Kraft and just this past week, Nicholas Greeson (music) has submitted commentary for review (pending). I also have asked John Demkowicz (who filled in a show for us last fall) to consider joining our association as a competent regional-national adjudicator. I do not know if applications were made.

SUGGESTIONS FOR 2018-19 INDOOR SEASON:

1. With a cooperative, coordinated effort, I suggest that we have an educational clinic on design, performance and adjudication PRIOR to the seasons start. (possibly a post championships event, within 2 weeks).
2. Address: Indoor percussion, arranging, show design and adjudication focus (WGI driven by year).
3. Address: color guard, show design, training emphasis on students and adjudication focus (WGI Driven by year)
4. Winds? Is this an option to explore for indoor? There is NO circuit doing it here in Western PA, this may be a market expansion and promote working judges.

I look forward to continuing this role and I hope that my tenure as education director will positively impact our organization.

Respectfully Submitted, Ron Abate'



Spring 2018 Social Media Coordinator Report

Immediately after the conclusion of Marching Band season we jumped right into Indoor and Jazz season. The indoor season began with a clinic show at Chichester High School. Photographs from this show were uploaded in real time to the Facebook page. The Hatboro show was the following week and just like Chichester; photographs of individual performers and groups were uploaded in real time. The remainder of the season photographs were sent to me from either Paul, John, Marcel, or an outside photographer and all photographs were uploaded to Facebook. My schedule did not allow me to attend as many jazz shows as I'd like but I was at the Jazz Championships at Arcola Middle School and was able to photograph some of the groups as well as the presentation of the Rose Parade Flag from the President of the Rose Parade.

Looking ahead to the summer and Fall, I would like to implement a Cavalcade Snap Chat username and allow different schools to take over our account for a day during band camps and rehearsals to give other members an idea of how other school rehearse and do band camp. I have to meet with Paul on this and see if we plan to move forward with this.

I would also like to implement a fans favorite award at championships for each conference. This would be similar to what happens in Dayton for WGI. The spectators or anyone in the stadium would text their selection to a 5-number text and the results of who gets the most votes would be considered the fans favorite for that conference. I also have to meet with Paul and Ken Brown to plan this out more.

Goals to continue into Marching Band: Cavalcade will be purchasing 2 or 3 more SD cards for the camera that I use so I will be able to post pictures to Facebook immediately after the band exits the field. This way we don't run the risk of damaging a memory card or losing pictures before they could be uploaded.

Respectfully submitted,

Bobby Molloy



Administrative Coordinator **2018 Spring Report**

During the last six months, I have completed the following tasks:

- ✓ ***Coordinated plaques for Indoor Championships***
- ✓ ***Coordinated plaques and program for Jazz Championships***
- ✓ ***Participated in the Jazz Championships as needed***
- ✓ ***Worked on new streamlined membership form***
- ✓ ***Attended PMEA dinner in Lancaster***

Looking forward to another exciting marching band season.

Respectfully submitted,

Jim Fulkroad



Cavalcade of Bands - Communications Report – Spring 2018

Submitted by, Ed Stimson

1. Maintained web page with schedule, scores, and other Cavalcade information. Worked closely with Paul Smith on new revisions to the web page and web data entry forms.
2. Sent email requests to band directors from all board members and coordinators as needed. Helped insert new Cavalcade memo template for Marching, Cavalcade membership, Indoor, and Jazz.
3. Kept all season jazz and indoor scores from every show – used to determine class divisions and other special awards at Championships.
4. Did research of Hot Spots as needed and found best deals with Verizon.
5. Helped arrange getting 15 new updated hot spots at no cost to Cavalcade.
6. Used a professional mass mailing program to communicate to directors with internet filters.
7. Kept weekly tabs with the use of usage with Verizon and lowered the gigabits when needed to keep cost down.
8. Provided Cavalcade membership information to Coordinators/Board members as needed.
9. Put scores on web page after each Jazz and Indoor show with places and scores of every group. Did not use the 'text system' as in the previous season. Scores were updated that same night as the show – usually before 10:30 PM.
10. Attended NJMEA and PMEA conferences for booth placement at conventions for 2018.
11. Kept track of each school's membership payment. Received membership checks and deposited them at Wells Fargo.
12. Recorded paid memberships on web page.
13. Currently helping organize the 2019 jazz season.

Respectfully Submitted

Ed Stimson – Communications



2018 Technology Report

David Arnold, Technical Supervisor

Throughout the winter/spring season created, maintained and adjusted all jazz and indoor shows in Competition Suite. While changes, especially with indoor were less, processing these changes, sometimes very late into the week, is part of the job.

During 2017-18 I believe we had fewer scoring/commentary errors than in any previous year. This results from having a relatively stable roster of tabulators. On those few occasions where there were commentary errors I was able to correct these quickly to the satisfaction of the directors involved.

I created some training materials that I was able to use to walk several new tabulators through our processes. As we move more completely to the use of tablets for marching and indoor this training will evolve.

I took a more proactive approach this year to ensuring that directors were properly signed up for Competition Suite. Particularly during the indoor jazz seasons, I was able to ensure that the right people had accounts, bypassing the sometimes-clunky approval process we've used in the past.

During the indoor season I was aware of conversations around the second General Effect score for Guard since we're now using just one GE judge (except for championships). If a rule proposal comes out of these conversations we should look into what Competition Suite would charge us to create a custom scoring system that automates this calculation with the goal of reducing potential human error.



Cavalcade of Bands – Marching Band Report – Spring 2018

1. 37 Competitions schedule for the 2018 Season
 - a. Introduced 3 New shows this season
2. Championship sites secured for November 10/11 at both Hershey and Allentown
3. Several colleges and universities contacted for exhibition Performances at championships. Towson University has committed for 11/10 in Hershey. West Chester University is not available this year due to BOA show
4. Created a Cavalcade Brochure for Marching Band for Music Conventions

Submitted by Ken Brown



2018 JAZZ DIVISION REPORT May, 2018

Submitted by, Ed Stimson

1. In the 2018 season the Cavalcade Jazz Division sponsored 28 HS shows, 2 MS shows, and five championship shows.
2. 108 different jazz bands participated in our 2018 jazz season. **LARGEST** ever!
3. Once again, we used mp3 recorders for our shows. Commentary from Competition Suite went well.
4. For the 6th time, we held a NJ Regional Jazz Championship in Cinnaminson, NJ. 13 bands participated in three divisions (**LARGEST EVER**). We expect this to continue in the future.
5. 30 judges and 10 tabulators were assigned to shows this season.
6. We continued the practice of assigning one experienced judge on each show as "Chief Judge." The CJ made sure all judges arrived, coordinated the judging on-site, answered questions, settled "disputes", facilitated the discussion for best sections/soloists, and interfaced with the host school. Serving as CJ's were: Dr. Jim Capolupo, Frank Kosmaceski, Dave Kenney, Joe Marrella, Bob Wagner, Wilbur Witmann and Jeff Twiford.
7. The Cavalcade website was also used for membership, new judge's forms, judges' availability, championship entry, show information/directions, and posting scores.
8. The championship shows are held at Souderton HS, Arcola Intermediate and Central Bucks West Hs High School. 42 HS bands competed with four exhibition bands.
9. For the sixth time, the "Jazz Director of the Year" was selected using an online form so that it could be announced at the winning Director's championship show. This year's winner, as voted by his peers, was Jamal Dickerson from Creative Arts HS.
10. Jazz Committee Meeting will be held in May sometime. All concerns, requests, and suggestions from directors will be considered. Changes were approved by membership and placed in our Rules/By-Law documents.
11. Our new division system of A Class and Open class seemed to work well for its second year.



Cavalcade Indoor Administrative Report Marcel Roos

- Set up and ran a four show season with one preview show and a Championships show.
- Show hosts were ChiChester HS, Hatboro HS, Cheltenham HS, Pennridge HS, Methacton HS and Wilson HS for championships.
- We had hands-on clinicians at all shows, ChiChester HS had Cavalcade Indoor judges with a live critique, Hatboro HS had Mike Lalli with a mallet clinic, Cheltenham had Ray Akuda with movement classes with the guards, Pennridge HS had Q guard for a stretch down after the show, Methacton HS has Sean Moran with a battery percussion clinic
- All hosts reported that they made a profit running their shows with us.
- Championships was attended by 42 units.
- The new show format has created positive results for the circuit and feedback from the units has been positive. We will continue this path for the 2019 season with three show hosts already looking to confirm their dates.

Marcel Roos
Cavalcade Indoor