



REVISED JUNE 2020 – All **bold and italic information** was approved by band director vote, for 2020

## MARCHING BAND INFORMATION

### *Marching Band Activities*

#### A. Competitive Classification

1. Competitive conference names will be Independence, American, Liberty, Yankee and Patriot.
2. Sizes for band conferences are (shown as numbers of performers):
  - a. *Independence Conference – 39 and below*
  - b. *American Conference – 40 – 55*
  - c. *Liberty Conference – 56 – 75*
  - d. *Yankee Conference – 76 – 100*
  - e. *Patriot Conference – 101 and above*
3. ***Bands entering Cavalcade after September 1<sup>st</sup> will be placed in the appropriate conference based on total number of performing members.***
4. ***If a band experiences an increase or decrease in the number of performing members after September 1<sup>st</sup>, the director is required to inform the Executive Director, so they can be moved to the appropriate division.***
5. ***A two (2) point penalty will be applied to the final score for any band exceeding the number of performing members within each division.***
6. ***Bands may not change divisions, either up or down, after September 30<sup>th</sup>.***
7. A band may not compete in Championships if joining the circuit after September 30<sup>th</sup>, however, a band may elect to perform in exhibition

#### B. “A” and “Open” Classification – Not Used in 2020

***Cavalcade of Bands will institute an “A” and “Open” class division of competing bands for the duration of the season. The “A” class would be designed for groups that are new to the competitive arena, may have limited resources, or are in a growing/rebuilding phase.***

#### ***Scoring***

1. ***Bands in the A Class will be evaluated on similar competitive sheets as their open counterparts. The descriptors on the A Class sheets will be altered to reflect the basic concepts and skills that will be evaluated in the A class.***

2. *The difference in scoring would come from the tabulation standpoint. Each sheet would be weighted to 70% for the top box (the “what”) and 130% to the bottom box (the “how”).*
3. *This weight is meant to place more emphasis on the student’s achievement: a primary component of the “A” class.*

### **Class Changes**

1. *Promotions will happen at the discretion of the judging community. If an A Class team is “achieving” Open Class skills and misclassified, a committee consisting of Captions Heads, Education Director and the Judging Coordinator, will review that band and then advise on moving up. The use of video will be included as part of the discussion for promotion.*
2. *Review does not necessarily guarantee that a band will be promoted.*
3. *Bands that are promoted during the season would remain in the Open Class for the duration of the season.*
4. *In order to allow a band that is moved up to the Open Class to be accurately evaluated in their new classification, no promotions would take place in the last THREE (3) weeks of the regular season.*
5. *Bands that are in the “Open” class may petition to be evaluated for movement down to the “A” class. This petition has to be submitted within 24 hours after the last performance, and the director will need to provide a recent video. Caption heads will evaluate the video, and the director will be notified within 48 hours of the receipt of the video.*
  - a. *If approved, the change will take place for the following week, and last for the duration of the season.*
  - b. *No bands can move down to the “A” class after the mid-point of the season.*

### **Championship Seeding**

1. *Championship seeding for both classes will be in accordance with current Cavalcade policies.*
2. *If a band is moved to a new class for the season, then only the scores in the new class will be counted for seeding.*

### **C. Adjudication Only Conference**

1. 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.
2. 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.
3. While Freedom bands must follow our guidelines, there will be no penalties assessed. Performance timing must be followed in order to keep the show running smoothly.

### **D. Season Passes**

1. 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.

### **E. Music Copyright**

1. Prior to the start of the fall marching band season, each and every school marching band must complete all music and synchronization paperwork with our preferred vendor.
2. If this paperwork is not completed by the first show of a given bands season, they will not be able to perform until all documents have been presented.
3. Both Cavalcade and the host school will have the right to refuse performance to any band, to ensure everyone is fully compliant with all music copyright licenses and documentation.

#### F. 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 two (2) 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.
4. ***At a regular season contest, no marching bands will be scheduled to perform later than 9:45 PM. In a contest with more than eighteen (18) judged units, the final judged group may not be scheduled later than 9:15 PM.***

#### G. Performance Location

1. 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.
2. The 'field' is the perimeter of the playing field from goal line to goal line and side line to side line.
3. The unit may start and end their performance from any point on the established performing surface.
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.

#### H. 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 Judges has communicated verbally with the band director, counted the total members and has given approval to enter the field. There will be a one (1) point penalty for failure to comply with this procedure.
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. ***Band members may enter the field, but not crossing the 50-yard line, as the previous band is exiting the competition field. Fifteen (15) minutes will begin when the Chief Judge signals the band and they cross over the 50 (similar to WGI entrance onto the floor).***
4. 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.
5. 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, of fraction thereof, undertime (<7 minutes) of show. Under time penalties will not be enforced during the first three (3) weekends of competition according to the Cavalcade calendar.
6. 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.

## I. Starting Procedure for Performances

### Official Announcer Script Is:

1. As the band enters the field the announcer will say “*Ladies and Gentleman please welcome to the field \_\_\_\_\_ High School*”.
2. The Drum Major(s) will salute and the announcer will then say “*Performing their show \_\_\_\_\_ Cavalcade of Bands is proud to present \_\_\_\_\_ High School*”.
3. If there is no drum major, the announcer will wait for the cue from the Chief Judge and continue 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 stats must be communicated to the Chief Judge upon entering the field. 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 judge's 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. No band announcements will be made after a band's performance.
3. Air Grams Guidelines – NO air grams are allowed at Cavalcade sanctioned events.

## J. Effects

1. ***Visual Effect 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). The triggering of electronic music, sound effects, voiceovers, any/all lighting effects and/or visual items (e.g. “remote control”), is only permissible by a student performer who is within field boundaries.***
2. Adults are permitted to transport props to and from the performance field and secure these props during the performance. Props may only be moved during a performance by students to create an effect or multiple staging's on the field. If these adults are involved in creating an effect, a five (5) point penalty will be assessed.
3. Prop usage at any Cavalcade event is at the sole discretion of the band director. While the Judging Coordinator or Chief Judge on site may allow flexibility to prop usage due to weather considerations and safety, Cavalcade of Bands assumes no liability and or financial responsibility for the loss, or injury, due to prop usage.
4. ***The use of the following is strictly prohibited at every Cavalcade event: balloon releases, pyrotechnics, fire extinguishers, bubble machines, water draining devices, fireworks, gun power, flash paper and any other dangerous or flammable substance of any type. Flashcubes and ornamental lighting are not considered pyrotechnics. Any effect which may be harmful to persons or property will not be permitted. Any questionable effect must be viewed, approved and cleared by the Executive Director, Marching Band Administrator and Judging Coordinator.***
5. ***Mixing and mastering of all electronically-produced sounds can either be done by a performer on the established performing surface or a staff member off the performing surface. // If mixing and***

*mastering is being controlled by a staff member, that can take place either on the front sideline (between the podium and stands) or from a designated area in the stands near the fifty (50) yard line. This staff member must stay with the board for the duration of the group's performance. An adult may operate a mixing board or wireless mixing device, ONLY for the purpose of managing volumes and balances. Allowing an adult to operate a soundboard does not grant permission for them to "contribute directory to the music or visual program." // Staff members or designated adults may enter the performance field during a group's performance to attend to an issue affecting the safety or student performers or respond to "catastrophic" equipment failure (such as loss of power or total equipment failure) without penalty, by direction of the Chief Judge for the event. // It is viewed that those aspects are the same as a musical contribution to the show and therefore should only be produced by students within field boundaries. Adults may provide direction to student operators of such equipment, so long as they remain outside of the performance field.*

6. 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.
7. *Any use of electronic wireless transmitter/receiver units that utilize a radio frequency is limited to when the group is staging and the actual performance period. The use of this equipment in any other area is strictly prohibited. Show hosts are required to provide wireless frequencies for the house wireless system.*
8. *Adults may provide direction to student operators of such equipment, so long as they remain outside of the Performance Field.*

#### **K. 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.

#### **L. 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.

#### **M. Staff Protocol**

1. There will be no direction, coaching or conducting physically or verbally during the performance, except by student members of the participating unit. Two (2) point penalty per violation.
2. 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 situation by the same unit without adequate reasons being presented to the Judging Coordinator.
3. All emergency situations will be determined at the discretion of the Chief Judge.

#### **N. Host Band**

1. A host band may not compete in their own show but may choose to be judged in exhibition if they perform with their competitive division. For example, all American bands, including the host, must perform together in order for the host band score to be valid.
2. *In order to host a Cavalcade show, a show host must commit to participation Cavalcade Championships and attend two (2) local Cavalcade shows (a host show would count as one (1) show).*

## **O. Scores**

1. Full recaps, including exhibition scores, will be posted on the Cavalcade web page.
2. All judged exhibition scores will appear on the Cavalcade recap sheet.

## **P. 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 to the position of honor.
3. The American Flag must always be guarded by rifle, sable 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.

## **Q. Band Behavior in the Stands After Their Performance**

1. It is the band director's responsibility to control student behavior in the stands.
2. After a warning, a two (2) point penalty will be assessed for student misbehavior and excessive noise from the student area.
3. The warning and penalty will be assessed by a Cavalcade official.

## **Show Host Information**

### **A. Official Cavalcade Events**

1. To sponsor a Cavalcade marching event, the Marching Band Administrator must approve the event.
2. The event schedule will be limited to five (5) contests per week. A sixth (6) show may be added at the discretion of the Marching Band Administrator and the Judging Coordinator.
3. All contests outside the normal Cavalcade region (PA, NJ, DE, MD) must occur on Saturday evening.
4. If hotel rooms are required for judges, they will be provided by the host on Saturday evening. This is to allow for a safer travel for the judges to and from the event, with all travel occurring in the daylight.
5. Priority in scheduling events will be given to those schools that sponsored a Cavalcade contest on a given weekend during the previous Cavalcade season.
6. The Cavalcade marching band season begins on the first Saturday following Labor Day.

### **B. Event Schedule and Performance Positions**

1. Contest schedules and position will be determined by the band directors of the sponsoring school.
2. Performance positions will be drawn by the contest sponsor and each competing unit will be notified in writing of the drawing date.
3. Visiting Freedom class bands will be placed at either the beginning or end of the competitive class they would be a part of, according to size of performing unit.
4. The results of the drawing will be sent to the competing bands at least two (2) weeks in advance of the competition date.

5. Any late entry in a contest after the drawing for that contest, will perform first within the classification at that contest.
6. Any replacement band could assume the performance position of the band it replaces.

### **C. Event Sponsor Fees and Obligations**

1. All show sponsors must be a member in good standing with Cavalcade in order to sponsor an official Cavalcade contest.
2. ***All regular season shows may only have twenty (20) judges bands participating in each show, including the show host. If shows want to have more than twenty (20) bands, special approval will need to be granted by the Executive Director, Marching Band Administrator and Board of Directors after reviewing details reasons for a show host to want to schedule more than twenty (20) bands. If a larger show is approved, the show fee to Cavalcade shall be \$750.***
3. There shall be a fee of \$250.00, made payable by check to Cavalcade of Bands, on the night of the contest by each sponsor of a marching band show.
4. Contest sponsor meetings will be offered to all new show hosts and any schools who would like to participate. Information is also on the marching page of the website. Contact our Marching Band Administrator for any information or help needed with your contest.
5. 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 and band director of the participating school. The minimum participation fee may not be paid if a contract is not signed.
6. Amended or updated show commitment forms must be sent to the Administrative Coordinator and the Judging Coordinator by the deadline indicated on the form.
7. Show hosts must have Color Guard 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.
8. All requests for Color Guard and Percussion judges at individual shows will need to be made by the show host by July 1<sup>st</sup>. Requests will be processed by date received and will be based off of judge's availability for that specific weekend. The Judging Coordinator and Marching Band Administrator will confirm to the show host by August 1<sup>st</sup>.
9. 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:
  - a. *Color Guard – Average of Ensemble Visual and Overall Effect Visual*
  - b. *Percussion – Average of Field Music, Ensemble Music and Overall Effect Music*
10. The Awards Ceremonies at local shows is recommended to begin by 10:00 pm, unless the show is delayed due to inclement weather.
11. Any special awards other than Color Guard and Percussion, must be an existing judges' caption. i.e. High Music, High Visual, etc.

### **D. Minimum Fee for a Cavalcade Member Band Participation**

1. The minimum guaranteed fee to a Cavalcade member band shall be as follows
  - a. *\$250.00 for Independence and American conferences*
  - b. *\$300.00 for Liberty, Yankee and Patriot conferences*
  - c. *\$150.00 for the Freedom conference*
2. This fee shall be paid by the sponsor to the participating director on the night of the contest.
3. No fee will be given to returning members if dues are received after September 1<sup>st</sup>.
4. New member fees must be paid by October 1<sup>st</sup>.

## E. Regular Season Event Awards

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

## F. Withdrawal from and Event

1. A yearly contract participation form will be online by June 1st. The director will indicate the events they will commit to and complete the form by August 31st. This will service as a signed contractual agreement between the member school and Cavalcade.
2. Withdrawal from a contest after September 1<sup>st</sup> would be permitted for the follow reasons only:
  - a. Inclement weather causing a change in school activity or involving the actual contest date.
  - b. Rescheduled contest date.
  - c. Mutual agreement between the member school band and the contest sponsor.
  - d. Emergency or extenuating circumstances communicated to and approved by the Executive Director.

## G. Indoor Music Evaluation

1. 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 guard may perform from a stand still position. No points will be awarded for color guard performance.
2. ***The band director must notify the Marching Band Administrator of a show moving indoors no later than six (6) hours before the start of the show.***
3. The music judges and percussion judges 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.
4. All requests for Color Guard and Percussion judges at individual shows will need to be made by the show host by July 1<sup>st</sup>. Requests will be processed by date received and will be based off of judge's availability for that specific weekend. The Judging Coordinator and Marching Band Administrator will confirm to the show host by August 1<sup>st</sup>.
5. Procedures:
  - a. 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.
  - b. The same timing and penalties for marching band field shows will be enforced for warm-ups and entering and leaving the performing area.
  - c. Judging will commence with the first note of music following the drum major salute and will cease with the completion of the performance.
  - d. The post contest meeting will be held with the music judges.
  - e. Indoor shows will be considered an official Cavalcade event.
6. Scoring:
  - a. The Indoor Score Formula is designed to eliminate the use of "perfect" visual scores and is achieved by entering the Field, Ensemble and Effect music scores both in those captions and in the corresponding Ensemble and Effect Visual captions.



- b. Any special awards i.e.: various music or section or caption awards, best percussion, etc. may still be awarded.
- c. The procedure for scoring shall be announced to the audience prior to the official announcement of the scores.

## H. Completed Events

A contest shall be determined as complete if:

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

## Judges and Judging Parameters

### A. Judging Parameters

- 1. A minimum of seven (7) judges must judge each Cavalcade marching field event.
  - a. *One (1) Chief Judge*
  - b. *One (1) Tabulator*
  - c. *One (1) Field Music Judge*
  - d. *One (1) Ensemble Visual Judge*
  - e. *One (1) Ensemble Music Judge*
  - f. *One (1) Overall Effect Visual Judge*
  - g. *One (1) Overall Effect Music Judge*
- 2. Special captions, optional at weekly contests and championships, will consist of ONLY Color Guard and Percussion judges. Whenever these two captions 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.
- 3. All requests for Color Guard and Percussion judges at individual shows will need to be made by the show host by July 1<sup>st</sup>. Requests will be processed by date received and will be based off of judge's availability for that specific weekend. The Judging Coordinator and Marching Band Administrator will confirm to the show host by August 1<sup>st</sup>.
- 4. The Chief Judge at each contest will inspect the field prior to the contest to ensure that it meets these minimum requirements:
  - a. Yard markers on both sidelines every ten (10) yards.
  - b. Yard lines every five (5) yards.
  - c. High school hash marks on each yard line.
- 5. Adequate space for all equipment and supplies will be provided for the tabulator. This also must include electrical power.
- 6. The Field Music judge 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.
- 7. 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.
- 8. 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.
- 9. ***The judge's fees for marching band will be \$300 a show for all caption judges, Chief Judges and Tabulators. For each band over fourteen (14) bands, the fee is increased by \$15 per judge per band. One host band is judged free.***

10. Mileage for marching 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 - \$25.00, 75-149 miles - \$50.00, 150 miles and up \$75.00.
11. *Single room hotels will be offered to judges, instead of end of season mileage, when they have either traveled more than three (3) hours one way, or over XX miles or critiques at a show end after 11:00 pm. This expense will be paid by Cavalcade and not the show host.*
12. If a judge is missing at a show for unforeseen circumstances, the score for this missing judge will be calculated as follows:
  - a. Ensemble Visual – Overall Effect Visual
  - b. Overall Effect Visual – Ensemble Visual
  - c. Field Music – Average of Ensemble Music and Overall Effect Music
  - d. Ensemble Music – Average of Field Music and Overall Effect Music
  - e. Overall Effect Music – Average of Field Music and Ensemble Music
13. 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.
14. Equal Advantage Scoring System
  - a. Judges will use the Equal Advantage Scoring System (EASS) for all marching band contests.
  - b. Within this system, individual judges' sheets will not exist. At the end of every show, participating band will receive only a Timing and Penalty sheet, Team Summary and Division recap.
  - c. Each judge will use Tote Sheets with sub-caption and total scores entered for each performing band.
  - d. 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.
  - e. Established sheet and box criteria along with sub caption spreads and number management processed will not change. Placards (printed and laminated caption sheets) will become a standard part of all judges' equipment. For reference, all caption and Freedom sheets are on the Cavalcade marching page of the website.
  - f. 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.

## **B. Approval of Judges**

1. All judges and adjudicators for Cavalcade events must be approved by the Board of Directors.
2. 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 Director of Education and Judging Coordinator.
3. Cavalcade judges may not judge if affiliated with a unit in the event. This would include director, staff, parent, school district employee or an immediate family member of the aforementioned persons.
4. Cavalcade judges may not judge the member unit until one (1) year after the season of affiliation with the member organization.
5. 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.

## **C. Judges Clinics**

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

#### **D. Dismissal of Approved Judges**

1. 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.

#### **E. Post Contest Meetings**

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

1. Post contest meetings will start no later than 30 minutes after the last judge's band has finished performing.
2. Order for critique will be based on the order of performance. If a group is traveling a significant distance to a show, a director may request to go in first with the Judging Coordinator. Requests must be received by Monday prior to the competition.
3. 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 eight (8) 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.
4. Three (3) units at a time will be permitted a separate meeting each caption judging team:
  - a. Team 1 – Field Music, Ensemble Music, Percussion
  - b. Team 2 – Ensemble Visual, Color Guard
  - c. Team 3 – Overall Effect Music, Overall Effect Visual
  - d. All three units will rotate through the meetings with each judging team with the following seasonal time limits
    - i. ***September through first two (2) weekends in October – four (4) minutes per judging team***
    - ii. ***Third weekend in October through the week before Championships – three (3) minutes per judging team***
5. 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, 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. Cavalcade will immediately notify the administration of the penalized school in writing.
6. Critiques must end no later than 11:00 pm. If show host need to start earlier to accommodate this, or if the critique time needs to be shorter, host and Chief Judges have the freedom to accommodate this.

## **F. Judges Protests**

1. Post show review forms will be live online every Sunday afternoon at 2:00 PM through Monday evening at 5:00 PM. From Monday at 5:00 PM through Sunday at 2:00 PM, forms will not be on the website and review or protest information will not be accepted.
2. Judge Protest Levels
  - a. Level 1: Judges recorded commentary does not match numerical assignment based on box rubric and method of “Thirds” numerical assessment. The judge will be required to perform a self-assessment on file in question and consult with the Director of Education for remediation and improvement.
  - b. Level 2: The above criteria of Level 1 and is not focused on caption. This requires the same as Level 1, with possible removal from next show at the discretion of the Judging Coordinator and Director of Education for a deeper self-assessment assignment as well as new trial file review before reassignment. Also, the judge will be monitored closely for the remainder of the season, and may be reassigned to trial at a live show or trial videos prior to the following season to rebuild.
3. If, after a given contest, three (3) 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 judges, within ten days of the protest. If the protested judges are 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 protest judge will not be permitted to judge during the period of time between the formal protest and the declared result of hearing indicated above.

## **Championship Information**

### **A. 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 four (4) weeks of the season prior to Championship weekend and be in good standing with Cavalcade.
2. The Executive Director may waive this clause in the event of a teacher strike, inclement weather or cancellation. Extenuating circumstances may be presented to the Executive Director for a special vote by the Cavalcade Board.
3. One (1) judged exhibition per season shall be sanctioned as one of the two official Cavalcade events.

### **B. Competitive Conference Divisions**

1. For 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.
2. The Sunday prior to Championships, the Judging Coordinator will compile the list of band’s averages 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.
3. The Marching Band Administrator will determine the most logical separation in the conference by:

- a. Locating the largest spread between consecutive highest scores
  - b. Attempting to keep a minimum of four (4) bands in each division, and
  - c. Attempting to keep a similar number of bands in each division
4. The annual championship draw will occur the Monday prior to Championships. The Communications Coordinator will email all marching band directors the time and weblink of the championship draw.
  5. Format **and location** for the two championship days shall be determined by the Executive Director, Marching Band Administrator, Administrative Coordinator and Executive Board, based on the best organization of bands for each stadium location on each day. A rotation of Saturday and Sunday location will be finalized by the May general membership meeting each year, with the final schedule communicated by the first weekend of October.
  6. 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.

### C. 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.
2. The conference divisions will have a rotation cycle for performance times each year. Conference Divisions will rotate upward.
3. The first weekend available for championships will be the last weekend in October.

### D. Performance Times

1. 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 divisions (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.
2. For an even number of bands in a division, they will be split in half. For an odd number of bands in a division, the higher number of bands will be in the top group. For example, 9 bands total, the bottom 4 bands will draw and then the top 5 bands will draw. This format will then carry through to the official schedule.

### E. Ticket Sales

1. All seats are General Admission.
2. Ticket prices will be established and advertised by the first weekend of October. Determining ticket prices will be a group process by the Executive Director, Administrative Coordinator, Marching Band Administrator and the Executive Board.

### F. Warmup Locations

1. 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 Cavalcade staff member monitoring warmups will contact the show coordinator for them to come to the warm-up areas and direct the unit to move. If this does not correct the problem, they will call the Executive Director who will notify the band director of a 2-point penalty which will be enforced if they do not stop playing immediately, and move to the correct warm-up location.
2. *At championships, Dr. Beat or Gock Blocks are NOT allowed in the warm-up areas. If these are used, a Cavalcade representative will be in the warmup area and will address the staff member or*

*Band Director to stop immediately. If ignored, the show coordinator will then address the issue with the Executive Director being called to assess a two (2) point penalty of the offending band's performance.*

#### **G. 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.
2. 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.
3. Any decision regarding these circumstances will be made, after consultation by the Executive Director, Judging Coordinator, President, Marching Band Administrator and Administrative Coordinator to this area.
4. Whenever possible, championship rain dates will be the Sunday following the originally scheduled Saturday date.

#### **H. Judging Panels**

1. The scheduling of championship panels will be the responsibility of the Judging Coordinator with assistance from the Director of Education, Music and Visual Caption Supervisors.
2. Panels will be selected with the best interest of the bands, judges and the needs of Cavalcade. This will vary from season to season based on judging availability, affiliations, protests and any other issues precluding a judge from adjudicating a particular championship.
3. No judge will be eligible to judge the championships unless the judge has adjudicated at least one Cavalcade show that season on that caption.
4. General Effect captions will be doubled for championships. Their scores will be averaged together.
5. Tabulators will be doubled for championships to ensure all scores; caption awards and digital files are processed accurately and timely.
6. Chief Judges will be doubled at championships with one Chief Judge staffing the band entrance gate bringing the band onto the field, and the other Chief Judge running the show as normal.

#### **I. 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. Exhibition Performances**

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

#### **K. Awards**

1. All placement awards will be presented by each band director.
2. Position 1, 2 and 3 in each conference divisions will receive a large plaque indicating Gold Medalist, Silver Medalist and Bronze Medalist.
3. The 1<sup>st</sup> 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 *two weeks prior to championships* and in the same condition it was originally received.

5. 4<sup>th</sup> 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 the Ensemble Visual score)
  - 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 Color Guard
  - e. Best Percussion
7. Named/special memory awards will be awarded to the highest score in the respective categories for both championships show. And award will be given in each conference and classification:
  - a. *Independence Conference – Tony Ferriola – High Visual Performance*
  - b. *American Conference – Al Sacko – High Visual Performance*
  - c. *Yankee Conference – Reid Lessig – High Overall Effect*
  - d. *Yankee Conference – Dick Scott – High Overall Music Performance*
8. Caption winners will be announced just prior to their score announcement.
9. Additional awards may be presented at the discretion of the Board.
10. Every student and staff member who participates in championships will receive a patch designating the event.

#### **L. Marching Band Season Conclusion**

1. 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.