

CALIFORNIA STATE BAND CHAMPIONSHIPS



Percussion Contest Rules & Procedures

REVISED (12/29/2021)

2021 California State Band Championships (CSBC)

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MISSION STATEMENT

Through articulated partnerships, advocacy, and philanthropy, CSBC will convene, unify, and support school and independent band organizations in an education based competitive environment.

VISION STATEMENT

CSBC will be a nexus for music competitions throughout the region. We will be:

- Recognized as a facilitator of quality competitive events
- Recognized as innovators
- Recognized as a leader in performer achievement
- Promoter of new constituents
- Advocates for the arts

CONTACT INFORMATION

Mailing Address:	California State Band Championships PO Box 54 Chino Hills, CA 91709
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BOARD OF DIRECTORS

President	A.K. Kist
Vice-President	Michael Spillman
Treasurer	Sarah Armstrong
Secretary	Michael Lloyd

ADMINISTRATIVE STAFF

Director of Operations	Christopher L. Williams
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The California State Band Championships (CSBC) governs all California State Band Championship (CSBC) events. All rules and regulations are deliberated by a designated rules committee comprised of Directors, Instructors, and Judges. California State Band Championships is a registered trademark of Southwest Music Education Association (SWMEA) and all events must be sanctioned by the Board of Directors of CSBC. The Southwest Judges Network (SWJN) provides adjudication for all CSBC events. CSBC and SWJN are subsidiary organizations of SWMEA.

REGISTRATION

All registration must be completed online through the Competition Suite website (www.competitionsuite.com). Registration for events must be completed at least fifteen (15) days prior to an event. Completed registration includes online registration through the Competition Suite website and full payment of registration fees by either check or credit card by February 1st. If an ensemble registers for an event after February 1st, registration must be paid by credit card only. Ensembles registered for events but have not paid in full will be removed from the schedule fourteen (14) days prior to the event.

CANCELLATION

All cancellations must be completed through the Competition Suite website. If you must cancel a performance at an event you have already paid for, you must contact CSBC by e-mail (info@calstatebandchamps.org) to be issued a refund. Cancellations completed at least **FIFTEEN (15) DAYS** prior to an event will be fully refunded. Cancellations received within fourteen (14) days of an event will not be refunded and the ensemble will be assessed a \$100 cancellation fee that must be paid in full prior to inclusion at future events. No registrations or cancellations will be accepted or processed by any other means.

ELIGIBILITY

The composition of a scholastic ensemble must fall into one of the following categories:

1. All performers are students enrolled in a single high school
2. All performers are students enrolled in a single high school and its feeder middle schools/junior high schools
3. All performers are students enrolled in multiple high schools within the same school district

The purpose of allowing an ensemble to combine students from multiple schools is to encourage school programs affected by the effects of remote and hybrid learning as well as the limitation of resources. This will allow schools to combine resources and offer opportunities that a single school might otherwise have difficulty providing. If an ensemble combines students from multiple schools, it must perform under the name of a single school or the school district. These ensembles must complete an Eligibility Form that must be submitted to the Director of Operations **prior to January 15th** to allow for Board of Directors approval of eligibility prior to the February 1st registration deadline for contests. It is strongly encouraged that program administrators reach out to the Director of Operations prior to registration to ensure that a combined ensemble may be eligible to be approved to perform prior to the show designing process.

The composition of an **Independent Ensemble** must be composed of members not over 22 years of age on April 1st of any given year shall be permitted to compete in contests governed by CSBC.

No percussion ensemble may compete with less than six (6) members on the floor of competition at any time including the optional student conductor.

A \$1,000,000 general liability coverage policy is required per school or independent organization. This coverage protects your ensemble, instructors, directors, and officers against claims of bodily injury liability, property damage liability, and the litigation costs to defend against such claims. Scholastic ensembles are responsible to ensure that their district provides coverage. Independent ensembles must provide copies of their general liability coverage policy. Copies of policies can either be emailed to chris.williams@calstatebandchamps.org or mailed to: California State Band Championships, PO Box 54, Chino Hills, CA 91709

PENALTY: **Disqualification** – any ensembles violating any requirements in the ELIGIBILITY section shall be disqualified from that contest and must forfeit any scores, placements, or awards

CLASSIFICATION

Ensembles will be classified as either Marching or Concert Ensembles. The classifications are divided into the following:

Regional

- Junior High/Middle School Marching Class
- Junior High/Middle School Concert
- High School Scholastic-A Class
- High School Scholastic-Open Class
- High School Scholastic Concert
- Independent Class

Ensemble administrators will determine the appropriate classification for their respective groups at the time of event registration. Changes of divisions can be made up to fourteen (14) days prior to the ensemble's first competition. Once an ensemble has performed in a competition, ensembles will be locked into the division that they competed in. In the event that an ensemble registers and performs in the incorrect division at the first show, the Head Judge will contact the ensemble's director prior to the awards ceremony and withdraw from the show as a competitor and only receive judge's commentary as an exhibition group and scores will not be provided. The ensemble will be reclassified into the correct division for future competitions. The ensemble will still need to compete in two shows IN THEIR APPROPRIATE DIVISION to be eligible for semi-finals.

Junior High/ Middle School Classifications

All Junior High/Middle School Class ensembles will be adjudicated in 4 captions (Music Performance, Visual Performance, General Effect Music, and General Effect Visual). Concert Classes will be adjudicated in 2 captions (Music Performance and General Effect Music).. The classifications are as follows:

- Junior High/Middle School Concert – The ensembles will be adjudicated in 2 captions by 2 judges (Music Performance and General Effect Music). Groups may use marching percussion instruments but marching or movement is not expected or adjudicated.
- Junior High/Middle School Marching Class-This class is for all participating Jr. High/MS ensembles. Although some programs do have more established marching percussion programs, the vast majority of programs consist of 0-1 year experience and “typical” designs at this level are relatively close in nature.

High School/Scholastic Classifications

All Scholastic Classes will be adjudicated in 4 captions (Music Performance, Visual Performance, General Effect Music, and General Effect Visual). Concert Classes will be adjudicated in 2 captions (Music Performance and General Effect Music).

- Scholastic A Class– Introductory/Beginning/Basic show design. This class is reserved mainly for ensembles and designers that are new to the activity as well as emerging ensembles. Ensembles in this class will typically have 0-3 (roughly) consecutive years competitive experience in the indoor percussion activity. Instructors and designers may be “fairly new” to the indoor activity and/or possess limited experience.
- Scholastic Open Class-Experienced/Advanced show design. This class is recommended for established ensembles that are familiar with the indoor activity and tend to be more competitive due to experience. Ensembles in this class typically have more than 4 years of consecutive competitive experience and may be comprised of performers that are more experienced than the A-Class performers. Instructors and designers typically have more experience, although experience does not equivocate to knowledge of the activity.
- Scholastic Concert – The ensemble will be adjudicated in 2 captions by 2 judges. Groups may use marching percussion instruments but marching or movement is not expected or adjudicated.

Independent Class

The Independent Classes are for ensembles whose members are not associated with a particular school and composed of members not over 22 years of age on April 1st of any given year (per regulations in competitions governed by CSBC). That being said, please be advised that CSBC is an EDUCATIONALLY BASED CIRCUIT and Independent groups should NOT focus their recruiting efforts towards high school students whose schools have participating groups at their respective schools. This practice will not be tolerated by CSBC, and disciplinary actions will be administered on a case-by-case basis.

PROMOTION & RECLASSIFICATION

Purpose: The purpose of promotion/reclassification is to provide a more “appropriate competitive comparison” between performing ensembles. This is not a punitive matter in any way, shape, or form, but an opportunity for “like” performing ensembles to be compared.

Criteria: Promotion decisions will be based upon a combination of the show’s design and the level of achievement and/or execution of that design by the performers; NOT solely on any one specific element. Consideration will be given but not limited to, the depth of a program’s musical and visual composition, the musical and visual environmental demands of the performers, and the overall coordination of visual and musical elements combined.

Process: Promotion/Reclassification decisions will be suggested and/or determined by the judging panel that evaluated the respective group in question on the day of the show. Ensembles will be notified in by contest officials as soon as possible either during contest critique, or via email, text message, and/or voicemail by the show coordinator within 24 hours of the end of the event.

The director of ensembles pending promotion will receive an email from the CSBC Director of Operations confirming the decision of the promotion via Competition Suite within 48 hours of the decision. Please note that if you do not receive an email, contact the Director of Operations immediately at chris.williams@calstatebandchamps.org.

Watch-List: Some ensembles may require further review to reach a decision on promotion. This will happen in one of two ways:

A judging panel may request the promotion committee to review a recording of the ensemble’s most recent performance. The ensemble will be notified of this request at critique or by email and will be notified of the promotion committee decision within 5 days.

A judging panel will seek input from a subsequent judging panel. To facilitate this, a watch list will be maintained for reference by judges and show coordinators at subsequent shows.

Promotion Dispute: Ensembles that wish to dispute a promotion decision must email the CSBC Director of Operations within 24 hours of receiving notice of the decision. Once the dispute notification has been received, the ensemble director will then be notified that the promotion committee will review the dispute and provide a decision within 5 working days.

Adjudication/Scoring Breakdown

The elements in Marching Percussion to be evaluated are:

General Effect-Music =	Thirty percent (30%), one judge
General Effect-Visual =	Twenty percent (20%), one judge
Music Performance=	Thirty percent (30%), one judge
Visual Performance=	Twenty percent (20%), one judge

The elements in Concert Percussion to be evaluated are:

Music Performance=	Fifty percent (50%), one judge
General Effect Music =	Fifty percent (50%), one judge

Ties-In the event that a bottom-line tie in a score should occur, the raw **Music Performance** score will be used to resolve/break the tie.

STUDENT/PARENT/INSTRUCTIONAL STAFF BEHAVIOR

Head Judges may at any time **PENALIZE** or **DISQUALIFY** an ensemble if there is any behavior from a parent, student, or instructional staff member that is seen as inappropriate, threatening, and/or an interference with any of the judges' or show staff's duties.

TIMING

Percussion ensembles will be timed to compete at intervals according to class.

Class	Interval	Min Performance`	Max Performance
Independent	11 minutes	3 minutes	7 minutes
Scholastic Open	11 minutes	3 minutes	7 minutes
Scholastic A	11 minutes	3 minutes	7 minutes
Jr. High/MS Open	9 minutes	3 minutes	5 minutes
Jr. High/MS Concert	9 minutes	3 minutes	5 minutes

Announcement Script

- The ensemble may enter the performance area once the announcer says, “[School Name] you may enter the floor. You have four (4) minutes until final call.”
- The ensemble is allowed four (4) minutes for set up and Pre-Show.
- One (1) minute prior to the beginning of the performance, the announcer will announce “[School Name] you have one (1) minute until final call.”
- Performance Timing begins after the announcement says, “The California State Band Championships is proud to present [School Name]”, which will not occur until after the four (4) minutes that is allowed to set up.
- Performance Timing ends when the performance area is cleared of all personnel and equipment.

PENALTY: One (1) point penalty for every thirty (30) seconds or fraction thereof that any unit is over the required performance time.

PERFORMANCE ORDER & SHOW SCHEDULES

Regular Season

- Performance order at regular season events is solely based upon paid registration date and time.
- Event schedules will be available on the CSBC website beginning two (2) weeks prior to the event with a final schedule available 4 days prior. The official schedule will be included at check-in materials on the day of the event – and always available online.

Championships:

Semi-Finals

1. Ensembles wishing to compete in semi-finals must register by March 1st and provide payment by March 15th.
2. Ensembles must compete in a minimum of two (2) events to be eligible.
3. Performance order for each division will be based on the average of the ensemble’s two highest scores of the season.
4. Performance Schedule for semi-finals will be posted within 48 hours of the last regular season competition.

Finals

1. Division Finalists will be determined by top 50% +1 scoring ensembles from each division with a minimum of 10 ensembles per division from semi-finals.
2. Performance order for each division will be based upon semi-finals placements. Groups will perform in reverse order of placement (last place first, first place last).
3. Performance Schedule for division finals will be posted within 48 hours of the completion of the semi-finals competition.

EVENTS, VENUES, PERFORMANCES, & FACILITIES

General Information

- Due to Noise Ordinances, no tuning, playing, sound checks, or warming up before 8:00am or after 9pm at any event on any campus.
- There is NO smoking, alcohol or illicit drug use allowed at any event, campus, venue, or parking lot.
- Bus and Equipment Vehicle parking areas are limited to buses, trucks, and passenger vans only at all events.
- Tailgating, BBQing, or food preparation of any kind are not permitted on any school or event campus. Food cannot be prepared on any of the campuses, including parking areas. Picnics, buffets, etc. are also not permitted. Please go off site if you must prepare food for your students. Each event host will provide concessions throughout the performance day. Please support the host by using their concessions.
- No warm-up, metronomes, "gawk" blocks, drum tuning, sound checks, etc. are permitted in any parking area.
- Floors may NOT be unfolded and used in the parking area.

PENALTY: Ten (10) point penalty per infraction

ENSEMBLE CHECK-IN

- An adult representative should check in upon arrival to the show site.
- "Tentatively" Plan on arriving and checking in NO LATER than 90 (ninety) minutes prior to performance time. PLEASE BE ADVISED, each show host will provide a more detail suggestion for arrival which may be due to parking/warm-up area restrictions. Please contact your respective show site host for more details prior to travel/arrival.
- You will receive a director's packet, which contains schedules, maps, and other pertinent information for the day. If you do not receive a director's packet by the week of the competition, please reach out to the show host and/or the CSBC Director of Operations at the aforementioned email address.
- To eliminate check-in delays and any discrepancies between performer numbers, PLEASE be sure to review that your performer count is accurate and current on the website no later than the Tuesday before the show.
- Warm-up Area and Etiquette-Be mindful to stay in the designated warm-up areas ONLY and to be courteous to those other performing groups around you. Pageantry competitions are at the mercy of FACILITY USAGE. Please pick up after yourselves and respect all show sites as if it were your own.

- Restrooms, Changing and Locker Room facilities will be indicated on campus maps and through signage in and around campus.
- Do NOT pull-out full performance floors in designated warm-up areas. We are typically limited on space and usage at all show sites.

Warm Up Zones

There will be an area designated for performers to warm up that is outside of the aural and visual vicinity of the Performance Area (gym).

Competing ensembles and their accompanying instructional staff may not intentionally create noise interference in warm up areas or while entering and/or exiting the performance area. This includes, but is not limited to, playing (e.g., drum cadences), loud metronomes, and PA systems.

PENALTY: One (1) point penalty per infraction

GENERAL Performance Area Information

- Ensembles will have a performance area of at least 60 feet (front stands to back stands) by 90 feet (hoop to hoop).
- Floor folding maps (horizontal vs vertical) and ensemble entrance/exit information will be available on the website for each event in advance of the event.
- All grounded equipment and props must have protective surfaces to prevent damage to gym floor and floor covering. For example, equipment stands, etc. must have rubber feet - no bare metal, wood, pvc piping, etc.
- Gas/Diesel Powered Generators are NOT permitted in the aux or performance gyms. Neither are gas or fuel cans of any kind - no liquids, flammables, etc. Do not bring them inside nor walk them through. This will result in serious penalties and are not negotiable.
- Debris or liquids brought in by your ensemble, floor or equipment could cause safety issues and delays - both can add up to significant penalties. Keep your floor, equipment and performers dry and safe. Keep all covered during transit to the pre-stage and performances areas. Dry off before entering performance area.
- Performance Schedule and gym flow is available on the website.
- Practice getting on/off the floor.

PERFORMER Information

ENTRY

All performers must enter the performance area through the designated entry area. Prior to the actual start of the performance time, the ensemble may utilize the entire performance area for set up and pre-show preparations.

Props and equipment must also enter the performance area through the designated entry area. Props may not be assembled near the performance area in order to minimize distraction from the preceding performance. Following the end of the ensemble's performance, all props and equipment must proceed to the designated exit area.

EXIT

For purposes of timing, equipment and props are considered "removed" when they cross the front competition boundary line. After the equipment/props have crossed this line, they must continue to make forward progress out of the competition area. Failure to make forward progress may result in a penalty for creating a delay in the schedule.

PENALTY: One (1) point penalty for every thirty (30) seconds or fraction thereof

Audio Mixing

All audio mixing (adjusting balance/volume) shall be done either at the floor or stands level in plain sight or an area designated by the Head Judge. Samples may only be performed by a student performer. The audio board may be remotely monitored via a smartphone, tablet, or laptop, but must use the area designated by the head judge.

PENALTY: Five (5) point penalty up to disqualification at the discretion of the Head Judge for failure to operate the mixing board in the designated area.

PERFORMANCE AREA

The performance area includes the CSBC gymnasium floor covered area. Ensembles may utilize their own floor and place it over the floor provided.

PENALTY: Up to a five (5) point penalty at the discretion of the Head Judge for each performance area infraction.
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Use of dangerous equipment including, but not limited to, pyrotechnics, firearms, pressurized canisters, and flammable liquids is strictly prohibited.

PENALTY: Disqualification

No performer may be on any portion of any prop where the performer's feet are more than six (6) feet above the playing surface of the performance area unless appropriate safety railing and/or other safety equipment are in place and used. If drum major podiums are higher than six (6) feet high, appropriate safety railings must be provided

PENALTY: Five (5) point penalty per infraction

Other Penalties

Non-student interference, which includes movement of props or entrance into the performance floor during the prior ensemble's performance is strictly prohibited.

PENALTY: Up to a five (5) point penalty at the discretion of the Head Judge for each performance area infraction.

Misuse of any National Colors in accordance with the American Legion Competitive Flag Code (www.legion.org/flag/code) will result in a discretionary penalty to be determined by the Head Judge.

PENALTY: Five (5) point penalty per infraction

Ensembles that damage the gymnasium floor WILL BE held liable for the repair and/or replacement of damaged property. CSBC strongly suggests that all ensembles regularly inspect their equipment.

Floor Folding Area

- Floor folding may only be done in the designated floor folding areas.
- Fold floor and move out of the area quickly so as not to back up the show flow.
- Equipment should not obstruct any entrances, exits, or walkways used for/by ensembles or any other pedestrian traffic.

PENALTY ASSESSMENT

- Penalties will be assessed by the Head Judge.
- Penalties will be deducted from the "Subtotal" score and reflected in the "Total" score. All penalties assessed by the Head Judge are final.
- Penalties will be assessed on the official CSBC penalty sheet.
- The CSBC penalty sheet will be e-mailed to the ensemble administrator

Critique

An “informal” critique will be made available to all performing groups at the completion of each regular season competition. A designated area will be determined by the Head Judge and announced by show announcer. Staff members are encouraged to listen to commentary prior to attending critique. Appropriate conduct is required and expected from all participants as this is an opportunity to discuss “your ensemble’s performance”. Other ensembles and scores will NOT be discussed in critique. Violation of this policy may result in removal from critique participation.

COPYRIGHT

Policy Statement

All music performed at any CSBC event/show should comply with US copyright laws. Copyright compliance is vital to protect the performing ensembles and the CSBC from any potential claims of copyright infringement by the holders of said rights as well as to nurture an environment that respects the intellectual property rights of others.

Copyright Procedure

It is the responsibility of the director of each performing ensemble to obtain appropriate copyright clearances prior to the first show of the ensemble’s season. The CSBC Board of Directors and its affiliates will not be held liable for non-compliance. Items needing copyright clearance is defined, but not limited to the following:

1. Original Composition, either commissioned or purchased, requires submission of the current performance license.
2. Compositions/Arrangements purchased through a retail sheet music outlet and performed as is require submission of a copy of the front page of the score showing copyright info at bottom.
3. Preexisting composition arranged for your group, including the use of an as-is wind score with revised or any alterations, including revised or added percussion parts, requires a completed Permission to Arrange agreement. Said agreement must include performance rights for the season in which it is to be used. Obtaining a Permission to Arrange agreement should be completed prior to starting to arrange or orchestrate your program and may take up to (8) weeks or more to obtain.
4. Information for musical arrangements of public domain music, including the date the original piece of music was written, must be submitted to Christopher L. Williams, Director of Operations (chris.williams@calstatebandchamps.org) prior to February 1st. Please note that arrangements or transcriptions of public domain music may be subject to copyright protection.

To support directors in complying with this policy, CSBC will provide support materials and educational resources to competing directors. Also, licensing resources for those directors seeking Permission to Arrange licensing will be provided. In addition, CSBC will designate a contact person to provide clarification and additional support to competing directors in meeting the requirements of this policy.

STANDARD AWARDS

- Awards will consist of ensemble placements from the lowest score to the highest score in each individual division.
- Regular season shows through semi-finals awards retreats will include ensemble group captains only.
- Championship Finals retreat will include a FULL-RETREAT for all performing members.

SPECTATOR ADMISSION & TICKETING

Event Ticket/Admission prices for all CSBC sanctioned events will be as follows:

- Regular Season Shows: \$10
- Semi Finals: \$15
- Championships: \$20

For all events, children under 5 years of age are free.

Please see the website for each event for the most current ticket/admission information.

Please note there are no refunds or rain checks for any tickets for any event for any reason. Check the performance schedule for your ensemble's performance time. Plan accordingly. Traffic is ALWAYS a consideration.

Note: Spectator admission purchases do NOT provide access to the performance floor, entrance, or exit areas. This is for the safety and protection of the performers and their respective staff members. Staff badges and wristbands are the ONLY credentials to be allowed in the performance areas at all times.

STAFF BADGES & PERFORMER WRISTBANDS

Director Badges/Staff Badges

- Each performing ensemble will be provided **(1) UNIT DIRECTOR BADGE** for their respective unit, good for admission (both spectator entrances & performance areas) to **ALL COMPETITIONS** for the duration of the respective competitive season.
- Each performing ensemble will be provided **(3) INSTRUCTIONAL STAFF BADGES** for their respective unit, good for admission (both spectator entrances & performance areas) to **ALL COMPETITIONS** for the duration of the respective competitive season. All Staff Badges will be **NUMBERED** and **ASSIGNED** as to minimize fabrication of additional badges. Each show site will be provided the CSBC Staff Badge Assignment Sheet.
- A maximum of **(3) additional staff badges** will be made available for purchase at the flat rate of **\$25.00**. Purchased staff badges operate in the **SAME MANNER** as provided badges and will be numbered and documented accordingly as well.

Wristbands

All Wristbands are event specific and are nontransferable. Abuse or violation will result in significant penalties, event, or season disqualification for your respective ensemble.

- Upon unit check-in, the unit director will be provided performer wristbands in your Director's Packet for your group by the show host. Wristband numbers are predetermined by your registered number of performers submitted via Competition Suite. **YOU WILL NOT BE PROVIDED MORE PERFORMER WRISTBANDS AT CHECK-IN.** If there is an issue in regard to your number of performers, please contact the CSBC Director of Operations immediately to resolve the issue.
- Performer wristbands provide access to the back side stands **ONLY** upon completion of their performance.
- An **ADDITIONAL (3) WRISTBANDS** will be provided as "helper passes" for those groups needing setup assistance such as from parents. Please be aware that these wristbands **DO NOT** provide access to the paid spectator area.
- Performers will be **REQUIRED** to wear wristbands (including **DURING** their performance to enter the gym) at all events and must be worn/displayed to **ENTER** the performance zone and/or re-enter after their performance.
- Wristbands will be confirmed at pre-stage and the ensemble entrance.

PENALTY: Penalties "may" be assessed at the discretion of the Contest Coordinator in regard to performer count issues. From (.1) up to (1) point penalty.

Inclement Weather Policy

All events will proceed as scheduled regardless of weather, unless:

- Conditions become unsafe for the performers and/or the spectators. This will be determined at the discretion of the Head Judge.
- The facility/school or show host is required to cancel the event per school district administration.

Any changes in schedule or locations will be communicated via email through Competition Suite and posted to the CSBC website. Show host changes may be communicated at Director Check-in. In the case of inclement weather forecasted, please see the following:

- Allow for additional travel time to the facility, setup time for your ensemble, and movement time for travel once onsite at the event.
- Remember to bring appropriate coverage (tarps, drum covers, towels, cases, etc.) to protect and keep equipment dry in transit, and to dry off prior to entering the gym.
- Remember that there will be a limited amount of covered warm-up areas available to share with all performing units. Please be courteous to your colleagues.
- Performer safety is our number one priority. Therefore, please remember to keep your performers out of the direct weather exposures as much as possible and to keep the members well hydrated.