

ISSMA SCHOLASTIC CLASS FINALS MARCHING BAND CONTEST LAWRENCE CENTRAL HIGH SCHOOL

Saturday, October 26, 2019

WELCOME: I would like to take this opportunity, on behalf of the staff, students, administration and contest officials, to welcome you to Lawrence Central High School for the 2019 ISSMA Scholastic Class Finals Marching Band Contest. As always, we hope this experience will be pleasant, rewarding and educational for you and your students. Please, do not hesitate to let us know if there is anything you need or if we can be of any help.

ISSMA POLICY FOR CHAPERONE AND EQUIPMENT PERSONNEL: You will receive a Director's Packet on the day of the event, which will include one complimentary ticket for every 10 students in your band, and one for each bus driver and equipment vehicle driver listed on your application. Performing members will have their hands stamped as they arrive on the buses in the parking lot. Please keep your students on the bus until they get their hands stamped.

In addition, your check-in packet will contain 12 Director Passes and 24 Equipment Personnel Passes (plus any additional Personnel Passes already purchased through ISSMA). It is important that you make everyone aware that **field access** can only be given to those wearing either a Director Pass or a Personnel Pass specifically for your school. Chaperones and/or staff not wearing a pass will not be permitted through the field access gate. An ISSMA official will be monitoring compliance to this rule. Penalties will be given by ISSMA officials as per the ISSMA Rule Book. A responsible adult and/or band director will need to check the director's packet at Director's Check-in to ensure the correct number of passes and complimentary tickets are enclosed and then sign off indicating a correct count.

Persons presenting a complimentary ticket at the Spectator Entrance or to hand stampers in the parking lot will get their hand stamped for entry through the Spectator Entrance.

All others must pay for admission at the spectator entrance (Gate 5).

Your awareness and cooperation in this matter will be of significant help.

Please inform the people in your group that will be affected.

PARKING: BUSES & EQUIPMENT VEHICLES: All Scholastic B bands will park in the east lot with overflow parking available in the north lot. We will attempt to park all of the Scholastic A bands in the north lot reserving the east lot for overflow as shown on the enclosed map. Scholastic B bands must exit the parking lot one hour after Scholastic B awards. Scholastic A bands should not plan on arriving on campus until 1 hour prior to their physical warm-up time. Spectator parking will be located at the Belzer Middle School parking lot directly across 56th Street from the high school stadium. Additional spectator parking will be available. **Please advise your fans not to park in the Options Treatment Center** parking lot located on the northwest corner of Caito and 56th Street. They tow illegally parked cars at the owner's expense.

BUSES, equipment vehicles and **one** staff vehicle only will park in the lots shown on the map. I will email the appropriate parking passes. Please make copies on BRIGHT YELLOW paper to identify vehicles to the parking attendants. Since parking space is at a minimum, I would appreciate you and your staff carpooling.

Please complete the enclosed "Vehicle Information Form" and return to our office no later than October 23, 2019

Police and boosters will assist you when you arrive. Watch for signs and flagmen upon your arrival at the 56th Street and Caito Drive stoplights. Have your equipment crew keep all of your band's equipment as close to your equipment vehicles as possible. In the past, bands have spread their equipment out to the degree that it has caused transit and parking problems.

Note: If you want your buses and equipment parked next to each other, they must arrive at the same time.

CHECK-IN: Directors should check in immediately upon arrival at the Director's Check-in area at either the carport off of the southeast entrance to the school for those parking in the east lot, or at the school's north entrance to the Caroline V. Hanna Auditorium under the carport entrance for those parking in the north lot.

RESTROOM FACILITIES:

Public Restrooms are located at the south end and inside the football stadium

Performer Restrooms:

North Lot: Through Door #9 near school loading dock and water table

East Lot: Through Door #6 right behind the grandstands

Restrooms inside the school, in non-athletic department areas, are not open.

Dressing room facilities will not be available to your students.

All other areas of the school are off limits.

BUS SECURITY: Please assign a bus driver or other responsible adult to watch over your buses and equipment during your stay. We cannot provide security for each individual bus.

WARM-UP AREA: Two warm-up areas, physical and music, will be available on the south and west side of the school (see map). Your guide will lead you to your assigned warm-up area and help you move from the warm-up areas to the field entrance. **Bands parking in the north lot**, that do not need their front ensemble personnel to participate in physical warm up, may elect to move their front ensemble equipment directly toward the music warm up areas at the west side of the school to avoid unnecessarily moving them completely around the school. While waiting for music warm up to begin, line the students and instruments up in a single file line as close to the school as possible to keep traffic moving smoothly.

PROPS: Props should be taken to the area just south of the tennis courts, but no sooner than the time your band begins their music warm up. If students are needed to move the props, and they need to be brought to pre-staging sooner than your music warm up time, please check in with the parents in that area so that they may show you where to store your props to keep them out of the way of other bands while they route.

ENTRANCE AND EXIT FROM THE FIELD: Bands should enter the field at the north end where the starter will meet you at the field gate (Gate #2). All bands will exit at the south end of the stadium (Gate #3). Bands parked in the north lot will pass behind the grandstands to route to their buses.

IMPORTANT: I want to make sure we all take great care with the track surface as well as with our FieldTurf™. Therefore, please make sure you have proper wheels on pit carts & props so as not to tear these surfaces and diaper your tractors. ISSMA rules state that there will be **no staking of tarps, and no motorized vehicles or trailers on the performance field**. These rules will be carefully monitored and strictly enforced.

SEATING: Band members **and chaperones**, if returning to the stadium after performing, must sit in the east bleachers ONLY (across from the press box). Seating is very limited in the main grandstands and must be reserved for paying spectators and staff only. Sitting in the aisles of the stadium cannot be allowed due to Indiana fire codes.

DIRECTORS' VIEWING AREA: There will be a directors' viewing area roped off and marked at the top of the stands in front of the north press box.

ELECTRICITY: As a courtesy to our performers, I will provide an extension cord on the 50 yard line. Make sure all electronics are turned off prior to plug in. If your equipment pulls an excessive amount of amperage, I cannot guarantee our circuit breakers will be able to handle it. Though it has never happened in the past, please make sure you are aware that if the breaker pops, you will need to have a back-up plan or go without electricity. ISSMA does not guarantee electrical and I cannot hold up the show to reset the breaker.

CONCESSIONS: The concession area is south of the stadium. Sandwiches, drinks and snack items will be available during the event.

SPECTATOR ADMISSION CHARGE:

Adults \$8.00
Non-participating students \$5.00
Preschoolers \$5.00

Note: Children under two years of age, carried in arms, will be admitted free of charge to any ISSMA event.

QUESTIONS: If you have any questions or concerns, please contact Craig Ghormley, Contest Host, at (317) 964-7442 or email me at craigghormley@msdlt.k12.in.us

SENIOR RETREAT: All seniors should be sent to the back sideline as soon as the last band in your class has exited to prepare for the Senior Retreat.

DESIGNATED PHONE: You will be able to contact me (Craig Ghormley) at the Contest Headquarters any time during the day of Scholastic Class Finals; I can also be reached at **(317) 410-7876**. There will be a staff member on duty at the office phone **(317) 964-7450** for the entire day.

RAIN PLAN: With our new FieldTurf™ we will run the contest in the rain. However, if the weather becomes unseasonable to the degree that we must move the contest indoors, please refer to the Rain Plan included in this packet. Significant adjustments in warm-up, loading and unloading will be required, so, in the event of the forecast of thunderstorms please review these instructions. Also, please refer to the Priorities for Marching Performance Facilities in the ISSMA Music Festivals Manual, Policies and Regulations, Revised-July 1, 2018.

Thank you in advance for your cooperation.

Sincerely,

Craig Ghormley

Craig Ghormley
Director of Orchestras