



DATE: Friday, April 24, 2009  
TO: All JUGHEADS Juggle 11 performers and parents  
FROM: Paul & Wendy Arneberg, Director & Producer; The Juggle Jam 11 Parent Committee  
RE: FINAL MEMO on logistics & etiquette for Juggle Jam 11

## REHEARSALS & PERFORMANCES (May 5 & 13 and 15 & 16 at HOPKINS HIGH SCHOOL)

### Directions to Hopkins HS Auditorium (Note our new location!)

2400 Lindberg Drive - Minnetonka, MN 55305: 169 North. West on Cedar Lake Road. North (right) on Lindberg Drive.

- **April 27–May 14—After School Clubs:** Final club rehearsals. We'll run our routines in costume in our home gym; please attend your club and stay 'til 5:45 p.m. (9pm for Ultimate). **Reminder: There is NO Friday Juggling Club on May 15.**
- **TUESDAY, May 5, 6:00–9:00 p.m.—FIRST DRESS REHEARSAL at HOPKINS HS AUDITORIUM:** Jugheads should enter the backstage door to the auditorium (left door as you enter the lobby), place their bags in their designated club area, then gather in the seats in the FRONT of the auditorium for our important all-cast meeting. **(Note: Please arrive a few minutes early so that kids can acclimate to our new space and we can begin our meeting by 6:10 p.m.)** We'll then put together "Rock This Town" and "Reach" with all performers on stage and run through each club routine. JJ11 T-Shirts will be handed out as your Club is dismissed. Clubs will be dismissed after they have run through their routine, starting with Mon. Rec. at approximately 8:00 pm with the rest following in 10-15 minute intervals: Advanced, Thursday Rec., Friday Club, Elite, Ultimate. Skits & Specialty Acts should sign up through Paul to rehearse from either 5-6 p.m. or 9-9:30 p.m. **Reminder: There is NO Elite Club on Tuesday, May 5.**
- **WEDNESDAY, May 13, 6:00 p.m. –9:00 p.m. FINAL DRESS REHEARSAL & CAST PHOTO at HOPKINS HS AUDITORIUM!** **Wear your JJ11 T-Shirt and khaki shorts** (or you will NOT be in the photo). After dropping off your prop/costume basket backstage, we'll **assemble on stage at 6:10** for our only large group photo, going down in history as "The Cast of JJ11." After the photo, we will do a complete run-through of our show, in order, with costumes. (We'll **begin** and **end** with "Reach.") We'll end by 9:00 p.m. (except Ultimate Club: 9:30 p.m. in order to take our club photo and do two bonus run-throughs of our routine on stage in formal attire). **Reminder: There is NO Advanced Club on Wed., May 13.**
- **FRIDAY, MAY 15, 5:45–9:30 p.m. OPENING NIGHT!** Drop off your prop/costume basket backstage and **be ready and on stage by 6 p.m. to warm-up for with "Rock This Town"**. Jugheads should come **having eaten a good dinner**. In the past we have supplied snacks for the performers, but logistically, this will not be feasible this year. Snacks are not allowed backstage, but your Jughead may bring along a snack to eat in the lobby during intermission. The show ends around 9:30; you're free to leave *after you've put away your stuff and helped clean up*.
- **SATURDAY, MAY 16—5:45-9:45 p.m. CLOSING NIGHT!** Same as Friday; take your own stuff home. Parents who are able are encouraged to help bring things to the vans, take down JH letters and help clean up.

## JUGHEADS ETIQUETTE ("acceptable behavior") FOR JUGGLE JAM 11

**GENERAL:** No roaming hallways (you may be pulled from the show for this offense). Because of the limited space backstage, all Jugheads will be required to sit in the reserved seating in the balcony after their club routine is finished performing in Act I and for all of Act II until they need to be backstage for "Reach." During intermission, Jugheads may get something from the concession stand, but after intermission, you must go promptly back to your SAME SEAT seat in the balcony. No food, drink (including water) are allowed in the auditorium. After the show, meet your parents in the lobby, help clean up, and bring your things home.

**PARENT VOLUNTEERS/OFFICERS & ASSISTANTS:** Respect them as you do the coaches and student leaders. No talking back, no grumbling. If they say "Quiet," "Walk," "Move," etc., do it. Their job is **crowd control** for the sake of the performers and the audience, and you must obey.

**BACKSTAGE:** Space will be limited backstage so we will be assigning specific areas for each club to place their costume/prop basket and coordinating when to use the dressing rooms. Whether in a club rehearsal, dress rehearsal, or show, don't make noise backstage or otherwise distract the performers and the audience. Also, keep out of sight of the audience.

**ONSTAGE:** Chances are you WILL drop. ☺ Practice poised recoveries. Don't break character. Don't change choreography or tricks on show night, as this will likely mess up both you and your teammates.

**IN THE AUDIENCE:** Again, whether in a club rehearsal, dress rehearsal or the show itself, don't cross in front of the stage at any time (unless choreographed). Don't make excessive noise, especially during the Slide Show (Paul will ask the audience to hold applause until the end). After you are finished performing your club routine, drop off your things and then go to the balcony to watch the rest of the show (unless you have another Club routine, skit, or specialty act performance). Kids (with their club group) will wait in the stairs by the balcony and will enter the balcony as a group so we can

# JUGGLE JAM II

minimize distracting the audience. NEVER ENTER OR LEAVE THE AUDITORIUM DURING THE MIDDLE OF A ROUTINE. You may *NOT* sit with your parents or other friends in the audience.

**LINING UP:** The next act up will wait in the wings of the stage (stage left or stage right accordingly). The 2<sup>nd</sup> act up will wait in the hallway outside the stage. Club Assistants/Chaperones will inform your group when it is time to line up behind the stage, so be attentive to them.

**THE PROPS:** You must put away your props after each routine, whether in our bins/bags or in your personal storage basket/bag/box. If possible, veteran Jugheads should use their own props for "Rock This Town" and "Reach," as there *will not* be enough JH props to go around. (When we run out, and you're prop-less, you may have to juggle air for our Grand Opener or Grand Finale. The EYJA sportballs will be reserved for Monday Rec. in the front row of "Rock This Town".) Regardless of whose or what props you use, you **MUST** put them away after performing, or we'll have complete prop chaos. Don't take anyone else's props! Each Jughead is responsible for labeling their **OWN** props. If everyone does their part, no one will have to worry about finding or replacing anything.

**COSTUMES & DRESSING ROOMS:** Although Hopkins has very nice backstage dressing rooms, they are not large enough to accommodate 140 kids at once, so clubs/specialty acts will have access to the dressing rooms in order of how soon they will need to perform. Do not linger or hang out in the dressing rooms—once you are dressed, go to backstage staging area. All kids must store their things in their club's designated area. As a guideline, get changed about 3 acts (or 15-20 minutes) before your club routine takes the stage.

Every year, there are many questions about how to acquire costumes, especially for distinctive characters. Here are some great resources:

- **Local Specialty Costume Shops** (in addition to "treasures" that could be found at stores such as **Ragstock, Goodwill, and Ax-Man**):  
Norcostco: 815 Highway 169 North • Minneapolis, MN 55441 (763.546.9644)  
Twin Cities Magic & Costume Co.: 250 East Seventh St., St. Paul, MN 55101 (651.227.7888)
- **Online Shopping:**  
[www.orientaltrading.com](http://www.orientaltrading.com), [www.buycostumes.com](http://www.buycostumes.com), [www.anytimecostumes.com](http://www.anytimecostumes.com), [www.costumezone.com](http://www.costumezone.com)

**ASKING QUESTIONS:** If you have a show-time question, first ask: 1) An Officer or Club Assistant, then: 2) A Parent Volunteer, then: 3) Mrs. Darcy Wiklund, Stagehand, then: 3) Coach Scott Richter, Coach Billy Watson, or Coach Jon O'Connor. Only ask Director Paul Arneberg as a last resort.

**TICKET MONEY:** Ticket money **AND** Prize Form is due by 5/14 to claim prizes. There will be a parent assigned to collect ticket money outside the auditorium doors on dress rehearsal nights. Turn in unsold tickets so that we can sell them at the door. (Prizes will be distributed by June 6.)

**PRE-ORDERS FOR JJ11 DVD/JJ11 Cast Photo:** We will be filming the show and creating a JJ11 DVD. DVDs are \$25 each and must be paid for and pre-ordered by May 25. Parent volunteers will be on hand and taking orders on dress rehearsal and shows nights. We encourage you to order your DVD at the dress rehearsals to help with congestion on JJ11 nights. This year we plan to include both Friday and Saturday night show on the multi-disc DVD to capture all the highlights and save editing time; we hope to send the DVD set out by the beginning of summer. We will also be taking pre-orders for 5"x7" or 6"x8" JJ11 cast photo. Pre-orders for cast photos (\$5) will be handed out after Saturday's show along with the individual JJ11 Slide Show portraits.

## CHECKLIST for EVERY JUGHEAD for DRESS REHEARSALS (May 5 & 13) & SHOWS (May 15 & 16)

- Khaki shorts** (any style, preferably with pockets esp. for Thursday and both Elite Clubs)
- JH T-shirt** (except 5/5—JJ11 T-shirts will be distributed after our first dress rehearsal on May 5.)  
*WEAR YOUR NEW JJ11 T-SHIRT (and khaki shorts) TO THE FINAL DRESS REHEARSAL. If you do not wear khaki shorts and your JJ11 T-Shirt to either show night, you will NOT be permitted to perform in either Rock This Town or Reach.*
- Laundry basket, duffel bag or grocery box** for prop and costume storage (label everything)
- Juggling equipment** (If possible, use your own beanbags for "Rock this Town" and "Reach.")
- Come having eaten a good dinner** (NO food or drink is allowed in the auditorium or backstage)
- Costumes and Props** for club routines and specialty acts:
  - **MONDAY REC. Aliens:** Creative, colorful costumes with glow-in-the-dark accessories. Safety green club tees provide a base.
  - **ADVANCED CLUB Nintendo Characters:** Distinctive detail is key for these iconic video game characters.
  - **THURSDAY REC. Storybook:** Gingerbread Man & Co; Jacques & Jill; Hansel & Gretel; 3 Little Pigs; Goldi & Co; Goats & Trolls.
  - **FRIDAY JUGGLING CLUB Oz Trilogy:** Distinctive characters for "Wizard" and "Wiz"; green accessories for "Defying Gravity."
  - **ELITE CLUB Boy Bands:** Jackson 5; Temptations; Bee Gees; Village People; Backstreet Boys; Jonas Brothers; N'SYNC.
  - **ULTIMATE:** Girls: black dresses; Boys: black shirts/ shoes/ socks/ belt/ pants (not cargo) + TBD neckwear. JJ11 **white** tees for the all-cast photo on May 13; also on May 13 we'll take our Ulti-Club photo in Reach costumes @ 9 p.m.
  - **SPECIALTY ACTS:** Costumes in which you auditioned.