



DATE: Wednesday, April 20, 2011  
TO: **All JUGHEADS Juggle 13 performers and parents**  
FROM: **Paul & Wendy Arneberg, JJ13 Director & Producer; Billy Watson, JJ13 Asst. Director; The JJ13 Parent Committee**  
RE: **FINAL MEMO on logistics & etiquette for Juggle Jam 13**

## **REHEARSALS & PERFORMANCES (May 3 & 11 and 13 & 14 at HOPKINS HIGH SCHOOL)**

**Directions to Hopkins HS Auditorium (Our 3<sup>rd</sup> year in this great facility!)**

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

- **April 25–May 12—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. (9 p.m. for Ultimate). **Reminder: There is NO Friday Rec. Club on either April 22 (Good Friday) or May 13 (Opening Night).**
- **TUESDAY, May 3, 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 the 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. JJ13 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: Friday Rec., Advanced, Thursday Rec., Elite, Ultimate. Skits & Specialty Acts should sign up through Paul to rehearse on stage from 5-6 p.m. or 9-9:30 p.m. **Reminder: There is NO Elite Club on Tues., May 3.**
- **WEDNESDAY, May 11, 6:00 p.m.–9:00 p.m. FINAL DRESS REHEARSAL & CAST PHOTO at HOPKINS HS AUDITORIUM!** Wear your JJ13 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 JJ13." After the photo, we will do a complete run-through of our show, in order and in costume, with specialty acts and skits. (We'll begin and end with "Reach.") We'll end at 9:00 p.m. (except U.C.: 9:30 p.m. in order to take our team photo and do two bonus run-throughs of our routine on stage in formal attire). **Reminder: There is NO Advanced Club on Wed., May 11.**
- **FRIDAY, MAY 13, 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 with "Rock This Town".** Jugheads should come having eaten a good dinner. 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 helped clean up.*
- **SATURDAY, MAY 14—3:15-7:15 p.m. CLOSING (afternoon/) NIGHT!** Same as Friday (except everything is 2.5 hours earlier); 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. SENIORS' NOTE: Due to the conflict with Edina's Prom, you may leave immediately after "Reach" ends at 7 p.m. (without cleaning up or greeting the audience in the hall).

## **JUGHEADS ETIQUETTE ("acceptable behavior") FOR JUGGLE JAM 13**

**GENERAL:** No roaming hallways (you may be pulled from the show for this offense). 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 or drinks (including water unless brought in your own container with cap/lid) are allowed in the auditorium. After the show help clean up, meet your parents in the lobby, and bring your personal things home.

**PARENT VOLUNTEERS/CLUB ASSISTANTS:** Respect them as you do the coaches. 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 each club will be assigned specific areas to place their costume/prop basket. Whether in a club rehearsal, dress rehearsal, or show, don't make noise in the wings/backstage or otherwise distract the performers/audience. Also, keep out of sight of the audience. NEVER peek through the curtain to look at 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. You may warm-up your juggling in the far backstage area where the video feed will be set up.

# JUGGLE JAM 13

**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. If you need to switch sides of the stage during a routine, use the back hallway, **not** the back curtain.

**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 (the audience will be asked to hold applause until the end). All Jugheads will be required to sit in the balcony back rows AFTER their final club routine/specialty act is performed, props/costumes are put away, and dressed in his/her JJ13 T-shirt and khaki shorts. All Jugheads must stay there for the remainder of Act One and throughout Act Two (until the end of the Slide Show). Only Ultimate Club members or Jugheads in an Act Two specialty act or skit will be allowed backstage for Act Two. Chaperone will lead Jugheads up to the balcony in groups in order to minimize distraction to the audience. You may **NOT** sit with your parents or other friends in the audience.

**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. (By the way: set them down, don't throw them from a distance.) Don't take anyone else's props! Each Jughead is responsible for labeling their OWN props.

**DRESSING ROOMS:** Although Hopkins has very nice backstage dressing rooms, they are not large enough to accommodate 130 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 (signs will be posted). As a guideline, get changed about three acts (or 20 minutes) before your club routine takes the stage. Dressing room bathrooms are open to all Jugheads.

**COSTUMES:** 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, ARC, and Ax-Man**):  
**Norcostco:** 815 Highway 169 North • Minneapolis, MN 55441 (763.546.9644). This is the closest and best metro area costume shop.  
**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 question on May 3, 11, 13 or 14, first ask: 1) a Club Assistant, then: 2) a Parent Volunteer, then: 3) a Parent Stagehand, then: 3) Coach Ben or Stefan. Only ask Director Paul or Assistant Director Billy as a last resort, as they have a lot to manage.

**TICKETS:** General seating tickets will be available for purchase **April 25 – 29 (that's next week!)** at **JUGHEADS from 5:30-6:15 p.m.**; at both dress rehearsals; and on our website: [www.jugheads.com](http://www.jugheads.com). Reserved seating tickets can be purchased through a link on [www.jugheads.com](http://www.jugheads.com).

**PRE-ORDERS FOR JJ13 DVD:** We will be creating a JJ13 DVD. DVDs are \$25 each and must be pre-ordered and paid for by May 27. Parent volunteers will be on hand in the lobby taking orders on dress rehearsal and shows nights. We encourage you to order your DVD at the dress rehearsals to help with congestion on JJ13 nights. We've hired a professional videographer/editor, so we hope to have the DVD produced by early summer.

## **CHECKLIST for EVERY JUGHEAD for DRESS REHEARSALS (May 3 & 11) & SHOWS (May 13 & 14)**

- \_\_\_ **Khaki shorts** (any style, preferably with pockets esp. for Thursday, Advanced, and Elite in "Rock This Town")
- \_\_\_ **JH T-shirt** (except 5/3—JJ13 T-shirts will be distributed at the end of our first all-cast dress rehearsal on May 3.)  
*WEAR YOUR NEW JJ13 T-SHIRT (and khaki shorts) TO THE FINAL DRESS REHEARSAL. If you do not wear khaki shorts and your JJ13 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 your own rings for "Reach.")
- \_\_\_ **Come having eaten a good dinner** (NO food or drink is allowed in the auditorium or backstage; you may eat in the lobby if needed.)
- \_\_\_ **Costumes and Props** for club routines and specialty acts:
  - **MONDAY REC. Super Heroes/Villains:** Creative costumes of specific character groups from Batman through Spider-Man.
  - **FRIDAY REC. Fantasy Movies:** Creative costumes that signify a character from Wonderland, Narnia, Hogwarts, etc.
  - **ADVANCED CLUB Commercials:** Distinctive detail is key for commercials from Coke to The Fruit of the Loom.
  - **THURSDAY REC. Grinch, Max, and Whoville Whos:** Creative costumes in the crazy-creative spirit of Dr. Seuss.
  - **ELITE CLUB Female Pop Stars:** Creative costumes that signify a celebrity or back-up singer from Cher through Lady Gaga.
  - **ULTIMATE:** Mara: dress; Boys: **black** shoes, pants, socks, belt; possibly green shirts (TBA based on last-minute logistics; our long-standing formal black shirts are the back-up). JJ13 **Orange** tees for the all-cast photo on May 11; also on May 11 we'll take our Ulti-Club photo in formal attire (i.e., whatever we wear for our routine and "Reach") around 9:25 p.m.
  - **SPECIALTY ACTS:** Costumes in which you auditioned.