



DATE: Saturday, April 24, 2021 (four weeks before Closing Night!)  
TO: **All Juggle Jam 23 (JJ23) Jugheads and parents**  
FROM: **Paul Arneberg**, Company Director; **Wendy Arneberg**, JJ23 Producer; **Erica Liddle**, JJ23 Artistic Director  
RE: **JJ23 Final Memo & Performer Checklist** on logistics & etiquette for Rehearsals and Performances

## JJ23 REHEARSALS (May 11+19) & PERFORMANCES (May 21+22)

@ Hopkins High School Auditorium 2400 Lindberg Drive - Minnetonka, MN 55305

### Now-to-Show Dates & Details

- **April 26–May 20 After School Clubs:**

Final stretch of club rehearsals. We'll run our routines in costume (even incomplete costumes) @ Emmaus Church. Please stay 'til 6:00 p.m. every day (Ultimate & Elite=9:15 pm).

**Reminder: There is NO Intermediate Club or Elite Club on May 11 (1<sup>st</sup> Dress Rehearsal).**

- **For all four nights at Hopkins, Jugheads should come having eaten a good dinner.** Snacks are not allowed backstage or in the staging area (Greenroom); personal snacks may be eaten in our area outside when appropriate.

- **TUESDAY, May 11, 5:45\*-9:30pm\*\* FIRST DRESS REHEARSAL @ Hopkins High School**

Arrive wearing your khaki shorts and JJ23 T-shirts. First drop off your prop/costume basket in the backstage dressing rooms in your designated area. Then **assemble in the audience** for our cast meeting. Next we'll then take a cast photo, stage "Rock This Town" and "Reach," and run each club routine.

\*4:30 p.m. call time for select specialty acts. All others, **please arrive at 5:45** so you can acclimate to the space before our **cast photo at 6:10pm**. You must be wearing your JJ23 T-Shirt and khaki shorts to be in the photo.

\*\*Clubs' approximate staggered dismissal:

Intermediate (8:10) | Rec. (8:25) | Elite (8:45) | Advanced (9:00) | UC (9:30)

- **WEDNESDAY, May 19, 5:45\* p.m.–9:00 p.m. FINAL DRESS REHEARSAL @ Hopkins High School**

Jugheads place their bags in the same dressing room area as before, then gather in the seats in the FRONT of the auditorium for a cast meeting. After the meeting will be a complete run-through of our show, in order and in costume, with specialty acts and skits. (We'll begin and end "Reach.") We'll end at 9 p.m., except UC. (UC goes till 9:30 p.m. to work their routine in costume.)

\*4:30 p.m. call time for selected specialty acts & skits.

- **FRIDAY, MAY 21, 5:45\*–9:45 p.m. OPENING NIGHT!**

Drop off your prop/costume basket in the dressing room area; **be ready and on stage by 6 p.m.** to warm-up "Rock This Town" and possibly "Reach."

\*5 pm hour reserved for skits, specialty acts, and Ultimate Club as needed.

- **SATURDAY, MAY 22—6:00–10:00 p.m. CLOSING NIGHT!**

Same as Friday, except slightly later call and release times. Informal grad & alumni photo at 10:10 p.m. in the lobby with all former Jugheads from the stage and the audience. Take your own stuff home. Parents who are able are encouraged to help clean up and bring things to the volunteer cargo vehicles.



## JUGHEADS Show Etiquette (acceptable behavior)

**GENERAL:** Stay in our designated areas (you may be pulled from the show for roaming hallways). During intermission, Jugheads may say hello to friends/family, but after intermission, must go promptly back to the balcony to watch the second act. After the show, clean up, meet your parents in the lobby, and bring your things home.

**PARENT VOLUNTEERS / SLT / GRAD LEADERS:** Respect them as you do Paul/Wendy/Erica/Joyce/Josh/Christine. If they say "Quiet," "Hold your props," etc., do it without grumbling or talking back. Their job is **crowd control** for the sake of the performers and audience, and you must obey.

**BACKSTAGE / WINGS:** *You must sanitize your hands every time you enter the wings with the provided liquid spray sanitizer.* Space is limited backstage, so each club will be assigned specific areas in the dressing room to place their costume/prop baskets. In club rehearsals, dress rehearsals, and shows, stay quiet in the wings to respect the performers/audience. Also, keep out of sight of the audience (don't peek through the curtains).

The "AQUA" rules of the wings: 1) Be **A**ttentive 2) Be **Q**uiet 3) Be **U**pright 4) Be **A**miable.

**ONSTAGE:** Stay in character. Perform choreography as rehearsed; changing things leads to confusion and mistakes. To switch sides of the stage, use the back hallway. Only during your own club routine may you cross far upstage of the mid-traveler curtain. *Never cross behind the far back curtain near our big JH letters.* **WAIT to pick up props during: 1) poses; 2) dance moves; 3) high throws.**

**GREENROOM/ DRESSING ROOMS:** Clubs, skits & specialty acts will wait in the Greenroom (former cafeteria) until called to the dressing rooms by SLT/ grad volunteers. Acts will have access to the dressing rooms in order of how soon they need to perform. After performing, all Jugheads will return to the Greenroom for the remainder of Act One.

**THE PROPS & SANITATION:** You must put away your props after each routine, whether the JH props in our wagons/bins/bags or your personal props in your storage basket/bag/box. After performing, return all props to buckets/wagons—don't throw them from a distance. Don't take anyone else's props. JH/EYJA props are not allowed outside the building or on the sidewalk. Label own props. *All rings and clubs will be sanitized at the end of each rehearsal/performance night.*

**IN THE AUDIENCE:** In Act Two, all Jugheads will be required to sit in the balcony back rows and be dressed in his/her JJ23 T-shirt and khaki shorts. Stay respectfully quiet, especially during the Senior Presentation and Slide Show (the audience will be asked to hold applause until the end). Only UC members, specialty acts & skits are allowed backstage in Act Two before "Reach."

**COSTUMES:** Starting next week (4/26-4/29), costumes should be brought and used at every club rehearsal. You may leave them on the costume rack in our office from week to week.

**ASKING QUESTIONS:** If you have a question on May 11, 19, 21 or 22, first ask: 1) a Parent or Grad Volunteer, then: 2) a Student Leader, then: 3) a Parent Stagehand, then: 4) Joyce or Josh. Only ask Paul, Wendy, or Erica as a last resort; they have much to manage.

**TICKETS:** Reserved seating tickets can be purchased through a link on [www.jugheads.com](http://www.jugheads.com). All seats are reserved. **Grads performing in JJ23** will either help supervise the younger clubs or purchase a ticket, preferably on an aisle.

**JJ23 VIDEO:** We'll again offer a digital format for our videos this year. Every family may access our professionally-edited full video of *Juggle Jam 23* with the option to download it onto a jump drive to watch on computers and smart TVs.



## Show & Rehearsal Checklist for every Jughead:

- \_\_\_ **Khaki shorts** of any style, ideally with pockets, esp. for Rec., Advanced, and Elite in “Rock This Town” (RTT).
- \_\_\_ **JJ23 T-shirt** (new tees will be distributed **during regular club days** April 29-May 10). ***Wear your new T-shirt (and khaki shorts) to BOTH Dress Rehearsals! Tues., 5/11 is the all-cast photo and candid in RTT & Reach; Wed., 5/19 will be to rehearse costume changes in “real time” during the run of the show. If you forget your JJ23 tee and/or khaki shorts, you will not be in the all-cast photo on 5/13. Also, if you do not wear khaki shorts and JJ23 tee either show night, you will NOT be permitted to perform in RTT or Reach.***
- \_\_\_ **Laundry basket (preferred)**, duffel bag or grocery box (bags often rip) for prop and costume storage (label everything).
- \_\_\_ **Juggling equipment.** If possible, use your own white balls for RTT. (Most kids use JH/EYJA props, but quality/sizes may vary.)
- \_\_\_ **Costumes and Props** for club routines and specialty acts.
  - “The Juggle Book” (Intermediate Club): character-specific jungle animal costumes
  - “Toy Story” (Rec. Club): character-specific Toy Story costumes
  - “The Jugglers’ Seasons” (Elite Club): all-black costume base, vignette-specific accessories
  - “Juggling Nemo” (Advanced Club): character-specific fish costumes
  - **Ultimate Club:** Bring full costumes to both dress rehearsals, including for our U.C. team photo in formal costumes at 9 pm on 5/11.
  - **SPECIALTY ACTS & SKITS:** Costumes from the Showcase/Auditions. Some fast costume changes will be inevitable!

## Protocol Reminder Checklist for JJ23

**Dressing Rooms:** All Jugheads will store their costume baskets in the dressing rooms. Look for your club’s assigned area.

**Sanitizing hands & props:** Performers will sanitize their hands each time they enter the wings. Per CDC publications regarding very minimal virus spread on surfaces, hard surface/ plastic props will simply be sanitized once at the end of each night.

**Masks (and Shields):** The current policy at Hopkins High School is that everyone wears masks at all times while indoors. The only exception is that performers may choose to wear face shields on stage.

Please be prepared to be flexible, especially in this unique year!