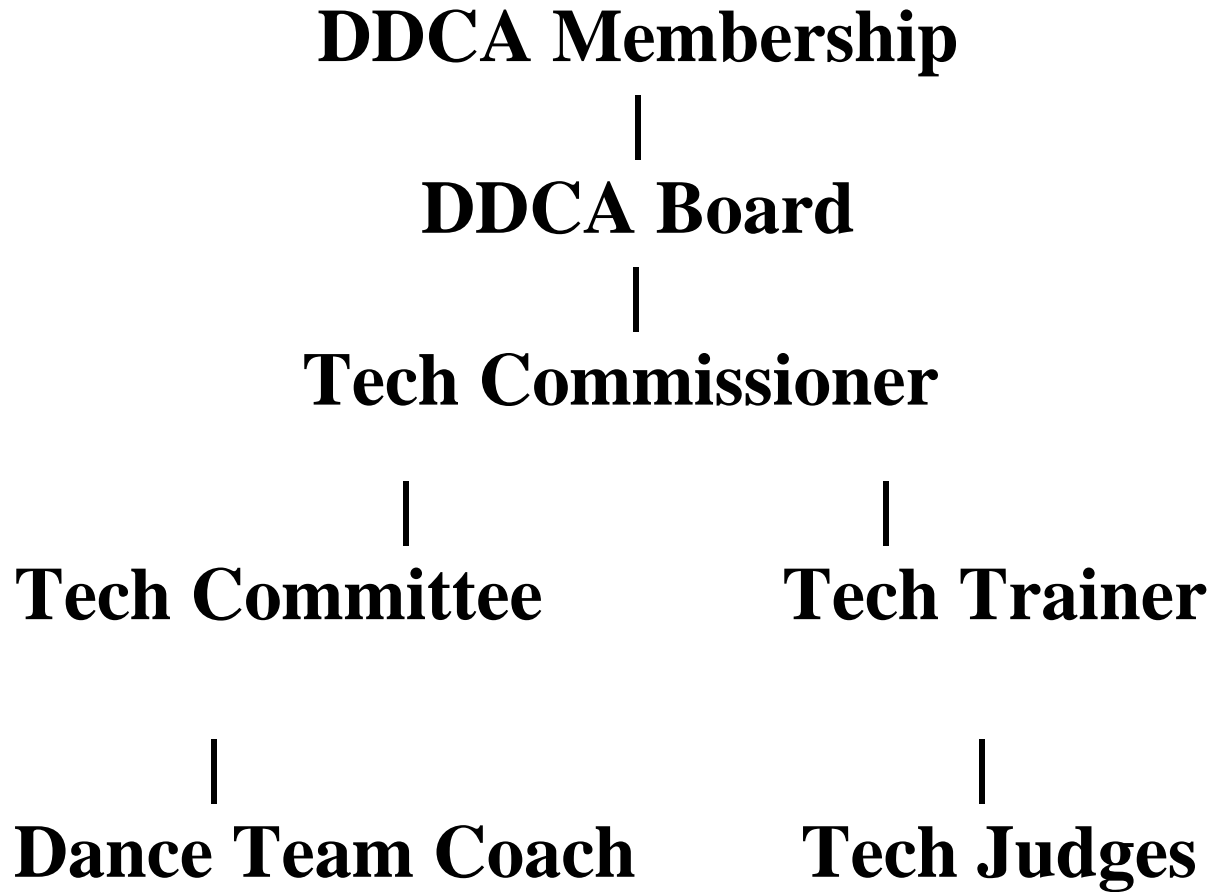


DDCA

Technical
Judges

Handbook

Technical Committee Structure



Technical Committee

Purpose and Goal of Committee

This committee exists to maintain a high level of integrity in Dance Teams as a high school sport. The Tech Committee has been put in place to help train and advise the DDCA Organization. This committee will meet four times annually per year. Once in October for pre-season update, twice during season (Dec/Feb) and once in April for post season wrap up. The TECH Committee will also have additional meetings as needed, determined by the TECH Commissioner. The TECH Committee will train and manage the TECH Judges that will observe routines during team performances each round of competition. Teams that have infractions at a competition during the dance season/year will be contacted by the DDCA Technical Committee and will be assessed penalties. Repeat offenders may be at risk of losing their "Good Standing" with the DDCA and the OSAA.

TECH Committee Structure

Committee Commissioner:

- Current member of DDCA Board
- Selected by DDCA Board for a two year term, volunteer position
- Completed updated TECH Training
- Served and judged as a qualified TECH judge
- Collect TECH reports with violations listed from TECH Judges
- Track and keep record of all teams in violation with Choreography/Costuming/Music/Stunt and Timing Rules and Regulations
- Email updated violation and pre-approval list to TECH Scheduler prior to competition
- Works with DDCA Sanctioning person to contact the coach in violation and penalty and discuss a solution.
- Conduct all committee meetings.
- Report to DDCA Board at monthly meetings

Committee Members:

- Volunteer position, two year term
- Ten to fifteen current members of DDCA including two DDCA Board members
- Completed updated TECH Training and TECH Judge refresher training each year
- Served and judged as a qualified TECH judge
- Receives reports of questionable material from DDCA membership/coaches
- Report questionable material to Commissioner for discussion/action
- A minimum of three TECH Committee members need to be present to make a decision/solution
- Each committee member must be qualified as a TECH Judge
- Committee members report to the TECH Commissioner
- Determine training material and supplies
- The TECH Committee reserves the right to dismiss any judge that does not show continued support of the Committee and DDCA

TECH Judges' Trainers:

- Volunteer position, two year term
- Current TECH Committee Member and DDCA Member
- A year of TECH Judging experience and must Intern under TECH Trainer for year prior to training new TECH Judges
- Trainers are appointed by and report to the TECH Commissioner
- Use training material and supplies supplied by TECH Committee.
- Responsible to review/manage TECH Judges reports received from TECH Commissioner
- Forward list of certified TECH Judges to Scheduler

TECH Judges' Scheduler:

- Must be a current DDCA member but NOT an active DDCA Coach.
- This is a Volunteer position, two year term
- Appointed by TECH Commissioner.
- Maintain a list of current certified TECH Judges from the TECH Trainers
- Schedule and contract TECH Judges for all DDCA sanctioned competitions at least two weeks prior to each event
- Send current list of pre-approvals and violations to judges prior to their scheduled event
- Report to TECH Commissioner on regular basis.

TECH Judge:

- At least 4 years out of High School with dance background in Jazz/modern/ballet styles
- Successfully complete the TECH Judges training and continue TECH training as requested by TECH Committee
- Judge one competition per year to maintain TECH Judging eligibility
- Maintain a professional attitude/attire when judging
- A judge may be dismissed if they do not show continued support of the Committee and DDCA.
- Two TECH Judges are required per competition to ensure check/balance of TECH process.
- Required to attend judges critique directly following end of competition
- Turn in all evaluation sheets from competition to TECH Commissioner
- The coach of the team in violation will receive a TECH Violation form immediately following their performance. Resolve appeals before final tabulations are done. Communicate violations to the Tabulator/Judges Director, and file the violation with the DDCA Technical Committee.
- Required to sign a judging commitment contract for the competition they are judging
Cancellation must be done through the TECH Scheduler ONLY
- Time each performance and record on observation sheet
- A clerk will be provided by the Competition Director

DDCA Handbook Timing Rules & Regulations

(Refer to handbook page 44, number 7, Time Limits and Boundaries)

Definition: The "performance area" shall be defined by the inside edge of the boundary line of the basketball court on which the competition is held. LEVEL F

7.1 Judging and timing shall begin with the first step across the boundary line on to the performance area or the first note of music, whichever occurs first. Judging and timing shall end when the last member crosses the performance area boundary line at the end of the routine.

LEVEL F

7.2 Time Limits for local traditional competitions:

A. Dance Divisions – maximum of 6 minutes.

B. Show Divisions – maximum of 7 minutes.

C. Category: Jazz, lyrical/modern, novelty/prop, hip-hop 2-3 min, kick 1.5-2 min.

**For category only-Penalty will be given for any routine Time under or over the limit required.

7.3 TIMING PENALTY: Three Penalty Points will be deducted from the final Average Score for routines going over the time limit at local competitions.

**No violations will be issued to teams dancing UNDER the time restrictions
At Traditional Competitions.**

DDCA Choreography/Music/Costuming/Safety and Stunting Rules and Regulations

The coaching staff of each school is responsible for reviewing and upholding the Costume/Choreography/Music/Safety and Stunting Rules. If a coach has questionable materials, it is the responsibility of the coach to be proactive and contact the Technical Committee to have it pre-approved. Please see the Technical pre-approval submission form at www.ddca.org.

Please read the following rules and regulations carefully. If you have any questions regarding your choices for your routine(s), please contact the DDCA Technical Committee PRIOR to your first performance/competition. The TECH Committee will review the questionable material and contact you with the outcome/decision. Approved items will be placed on the pre-approval list for the TECH Committee and TECH Judges to refer to.

The Technical Judge will observe the routine during team performances. If a team violates a rule, the TECH Judge will communicate the infraction in writing to the coach of that team. The coach has 30 minutes to file an appeal of the penalty. A coach can only appeal if the rules have been inappropriately applied to their routine/performance. No appeal will be heard on judgment calls made by the TECH Judges. Appeals will be resolved before final tabulation. The TECH Judges will communicate the penalties to the tabulator prior to final tabulations. Paperwork will be turned into the TECH Commissioner. The Commissioner will keep the DDCA Board and the DDCA TECH Committee advised and updated as the season progresses. If a team receives numerous infractions during the dance season/year, the DDCA Technical Committee will contact them. Repeat offenders will be at risk of losing their "Good Standing" with the DDCA and OSAA. Violations are tracked for the entire season.

Please see Choreography/Music/Costuming/Safety and Stunting Rules and Regulation break down on following pages.

DDCA Choreography/Music/Costuming Rules & Regulations

1. Choreography Rules:

- 1.1 No drug or alcohol references through dance or prop
- 1.2 No sexual references or motions being acted out through dance movement or prop
- 1.3 No violent references or movement through dance or prop.
- 1.4 Movement that depicts bodily harm/abuse is prohibited.

Examples of inappropriate choreography are but NOT limited to:

- Inappropriate use of tongue sticking out
- Front & back pelvic thrusts in a sexual manner
- Grinding of any sort
- Body to body sliding in sexual manner
- Crotch grabbing or buttock grabbing
- Abusive re-enactment of any sort
- Choreography that includes dancers acting like they are smoking or drinking
- Examples include movements that depict: slitting throat, stabbing, shooting, hitting, or bodily harm in any way shape or form.
-

2. Music Selection Rules:

- 2.1 No drug or alcohol references through music
- 2.2 No sexual references through music
- 2.3 No violent references through music
- 2.4 No swearing in music lyrics
- 2.5 No inappropriate language or suggestive material that has been bleeped from music but reference is still clear

Examples of inappropriate music selections are but NOT limited to:

- Music that references alcohol, drugs, or tobacco with the intent of promoting these activities.
- Music that references any kind of drug, including slang terms
- Music about addiction to drugs or alcohol
- Music that uses more casual slang for swearing, (Ass, Bitch, etc.)
- Music that talks about killing or physically hurting someone
-

3. Costume Selection Rules:

- 3.1 No bare midribs. This includes nude leotard. If costume is two-piece (separate top and bottom) a leotard must be worn under the costume.
- 3.2 No exposed bare skin on the front and side of the dancer's torso from the crotch to the armpits. This includes sheer or flesh cutouts.
- 3.3 Exposed skin or nude cutouts to middle of back are acceptable as long as done in good taste and age appropriate.
- 3.4 Nude colored costuming MUST be in good taste and age appropriate.
- 3.5 Costumes must be modest. Give consideration to all body types with special attention paid to necklines and bottom lines.
- 3.6 Low-cut tops and high-cut leotards are NOT acceptable. No cleavage is allowed.
- 3.7 All performers must wear effective support-undergarments. Costumes must allow for proper foundation garments. The costume must cover the support garments. Clear bra straps showing are acceptable.

Examples of inappropriate costume selections are but NOT limited to:

- ❑ Clothing that references alcohol, drugs, or tobacco with the intent of promoting these activities.
- ❑ Bra Tops or Crop Tops, or costumes that show midriff.
- ❑ Pants that show panties/thongs or male support undergarments.
- ❑ Low cut tops that display cleavage.
- ❑

4. Safety Rules and Regulations: Per OSAA all NFHS Rules and Regulations regarding Dance/Drill will be applied to all performances. Refer to the NFHS handbook Rule 3 and stunting and prop safety limitations in Rule 2.

4.1 Safety in Costuming:

A. A performer's costume/apparel must not create or become a Safety risk for the performers.

B. A performer's costume/apparel must meet the NFHS Safety rules.

Examples of unsafe costuming/apparel would include, but is NOT limited to:

- Pant legs that are long enough for the performer to step on.
- Hairpieces that fall off.
- An item "revealed" that becomes unattached. (Scarf pulled from the sleeve)
- Body Piercing

4.2 Safety in Props:

A. Props must meet NFHS Safety standards.

B. If a prop (stationary or hand held) fails to "perform" in the manner it was created for, the failure of said prop would be considered a Safety risk.

Examples of prop failure would include, but is NOT limited to:

- A handheld prop that breaks or is dropped.
- Pieces of a stationary prop falling off or breaking.
-

5. Stunting Rules and Regulations: Per OSAA all NFHS Rules and Regulations regarding Dance/Drill will be applied to all performances. Refer to the NFHS handbook Rule 3 and stunting and prop safety limitations in Rule 2.

5.1 Illegal Stunts: Stunts must meet the rules and regulations as set in the NFHS Handbook.

Examples of illegal stunts include, but are NOT limited to:

- Chorus Line Flips
- Jump Splits
- Basket Tosses done without proper mats

5.2 Technical Infraction: Stunts must be performed properly as set in the NFHS Handbook.

Examples of Technical Infractions include, but are NOT limited to"

- Spotter in the wrong spot when stunt is performed.
- Improper number of participants required for stunt.

5.3 Props in Stunting: All props used in performance must meet the NFHS specifications for Safety

Examples of Prop issues would include, but are NOT limited to:

- A weight-bearing surface of a prop that is performed on is taller than 5 feet.
- Tumbling onto, over or under a prop.
- Unassisted dismounts to the performing surface from props higher than 3 feet.

TECH Penalty Process

A routine has the possibility of receiving penalties in each of the following areas: Costuming, Choreography, Music, Stunt, Safety, and Timing.

Penalty: Infractions of the Rules and Regulations will cause the **deduction** of penalty points from the team's Average Score for that performance.

- Infractions of the Choreography Rules and Regulations are five (5) Penalty Points
- Infractions of the Costume Rules and Regulations are five (5) Penalty Points
- Infractions of the Music Rules and Regulations are five (5) Penalty Points
- Infractions of the Stunting Rules and Regulations are ten (10) Penalty Points
- Infractions of the Safety Rules and Regulations are three (3) Penalty Points
- Timing infractions are three (3) Penalty Points

The TECH Judge's Observation Sheet will be filed with the DDCA Technical Committee. The team with infractions will receive written notice of the infraction the day of competition. Repeat offenders will be at risk of losing their "Good Standing" with the DDCA and OSAA.

Penalty points will be deducted PRIOR to awards/trophies presentation. One to five penalties at the same event/competition count as ONE violation.

First Violation:

The first violation will result in the Coach receiving written notice of the infraction(s) in addition to the penalty point(s) given at the competition.

Second Violation:

The second violation will result in the written notice to the Coach, the addition of penalty point(s) at the competition and the TECH Committee/Sanctioning Committee will also inform that School's Administration of the infractions and a copy will be sent to OSAA.

Third Violation:

The third violation will have the same course of action as the previous violations and the violating team will now be in poor standing with DDCA and this will be communicated to OSAA.

Appeals Process

- 1.) Appeals are the responsibility of the coaching staff. All appeals are due to the TECH Judge within 30 minutes of receiving notification of the infraction. Any appeals after the 30 minute time frame may be denied.
- 2.) Coach must provide a written statement as to what and why they disagree with the ruling. No appeal will be heard on judgment calls of the officials. Coaches can only appeal if they believe a rule has been inappropriately applied to their routine/performance.
- 3.) In order for the Appeal to be upheld, it must be established that the error made by a judge was the *determining factor in penalty points being assessed*.
- 4.) The TECH Judges will confer and resolve (uphold/overturn) the appeal before final tabulations occur. Any overturned infraction/penalty will NOT affect placement results from that competition.

Technical for Judge's Directors/Tabulator

- It has been our goal to minimize the impact of Technical on the Judge's Directors/Tabulators; paperwork has been kept to a minimum.
- Required to take action in the event of a Technical Infraction.
- Technical Judge will file paperwork with you in the event of an infraction. You will need to collect the paperwork, record the infraction and return the paperwork to the TECH Judge.
- If there is a Penalty being assessed, deduct the issued number of Penalty Points from the team's Average Score prior to Awards being given (Category: Issue penalties only to the routine/routines in violation). Return paperwork to the TECH Judge.
- Refer a coach that has issues with penalties or warnings received by their team to the TECH Judge to voice their concern.

Technical for Competition Directors

- For the 2006-2007 Season, DDCA will pay for the Technical Judge required in order to have a Sanctioned Event. Current pay is \$100 per competition for the TECH Judges.
- Provide a final Order of Performance to the TECH Scheduler at least two weeks prior to the event. Communicate any changes made to that schedule.
- Put the TECH Judges in the judge's room, and include them in meal plans
- Provide a competent clerk for each of the TECH Judges, and one individual to maintain the "drop off" area/basket. See Clerk Duties.
- Provide room for the TECH Judges and clerks in the Seating Area.
- Allow an easily accessible area for a TECH "drop off" basket and clerk for coaches to check in with after performance.
- Schedule a few minutes during the Coach's Meeting for the TECH Judge to collect and share information with the coaches
- Supply a stop watch for the TECH Judges to use for timing each routine performed
- Refer a coach that has issues with penalties or warnings received by their team to the TECH Judge to voice their concern

Technical Clerk Duties

- Assist the TECH Judge with paperwork/calculations/review during both rounds of competition
- Arrive 30 minute prior to start of competition
- Be present for all performances, sitting with the judge
- Keep the information contained on the judge's forms confidential
- Present a business/professional image at all times
- Take paperwork back and forth between TECH Judges; take notice of violations to the designated drop off area.
- Maintain designated drop off area. Communicate to the announcer which coaches need to pick up paperwork. Ensure that only coaches pick up the paperwork.

Technical for Coaches

- It is the responsibility of each Coach to review and understand all of the Technical rules and regulations. Coaches also need to make sure that all coaching staff and choreographers are made aware of these rules as well.
- Any questionable materials are to be reviewed and approved prior to performance/competition. Go to www.ddca.org under the TECH section for the pre-approval submission form to send to the TECH Commissioner. Avoid a penalty by being proactive.
- At an Event:
 - The Coach is responsible to check in with the clerk at the TECH Drop-off area after their performance for any infraction paperwork. Allow 15 minutes
 - If a Coach wants to appeal the infraction, the Coach must fill out the appeal form and turn it in within 30 minutes of receiving notification of the infraction.
 - Appeal Forms will be available at the TECH Drop-off Area.
 - Appeals can be made if you believe that the rules have been incorrectly applied. Judgment calls made by the TECH Judges will not be overturned.
- Technical Commissioner and Committee Members are listed on the DDCA website under Technical Program.
- Any TECH issues should be communicated from the **coach** to the TECH Judge, TECH Commissioner, or a TECH Committee member. Any other communication coming from fellow coaches/parents/etc is not valid.

DDCA-Technical Judge's Observation Sheet

Event: _____ Team: _____

TECH Judge: _____ Category: _____

Choreography _____ _____ _____
Rule Violated _____ Action: None Violation filed
Music _____ _____ _____
Rule Violated _____ Action: None Violation filed
Costuming _____ _____ _____
Rule Violated _____ Action: None Violation filed
Timing (Traditional: 4-6 min., show 5-7 min; Category: Jazz, lyrical/modern, novelty/prop, hip-hop 2-3 min, kick 1.5-2 min.) _____ _____
Timing Violation _____ Action: None Violation filed
Stunting/Safety _____ _____ _____
Rule Violated _____ Action: None Violation filed

Total Penalty Points Assessed: _____

Time of notification: _____

Signed: _____ **Date:** _____

Signed: _____ **Date:** _____

White Copy to Judge's Director/Tabulator/Team

Yellow Copy to TECH Committee Commissioner

Pink Copy to TECH Trainer

Gold Copy to TECH Judge

