

## Performance and Event Schedule Topics

### Schedule Parameters and Approval Process

Concept: Establish parameters for a season (for planning purposes) and a final approval each season to confirm compliance with parameters.

#### **A. Season Start and End dates:**

- a. Start of season (ex. no sooner than the Friday of the week school year concludes)
- b. End of season (ex. no later than the Sunday night of Labor Day weekend; however no evening concluding after 7:00 p.m. can take place on a night before a school day).
- c. Length of season (ex. total number of weeks)
- d. Exceptions (ex: some events - community showcase and/or special event - permitted to occur outside of season “bookends”).

#### **B. Number and Frequency of Events and Performances:**

- a. Day(s) off or “Dark Day(s)”; (ex. one or two days/week; consistent vs. floating)
- b. Amount of programming (ex. establish an acceptable number of hours of programming per week)
- c. Multiple event days (ex. establish an acceptable number multiple event days; address weekend days (or, maximum number of hours per-week day, weekend day).
- d. Establish a maximum number of events by type (ex: concerts).

#### **C. Intensity (crowd size) and Type of Performances:**

- a. Categorize events in terms of crowd size (ex. establish maximum for events each week by anticipated crowd size).
- b. Address “back-to-back” programming days of high intensity events

#### **D. Performance Times:**

- a. Establish time of day programming must end
- b. Establish rain delay policy
- c. Maintain intermission policy
- d. Start times of musicals on weekends

#### **E. Program Type and Mix:**

- a. Establish expectations for program mix overall and allocation to time/day slots (i.e. Wednesday night concerts).