



## 2016 Season

### Color Guard Rulebook

#### I. MEMBERSHIP LEVELS

Membership Levels for guard units are as follows:

A. **MCCGA Full Membership=\$600** (\$550 before the second Monday in November)

Includes:

1. Unlimited MCCGA festival attendance
2. Voting privileges at General Meetings
3. One WGI Adjudication manual
4. All circuit mailings—email and postal mail
5. An additional fee of \$50 will be assessed to attend MCCGA Championships

B. **MCCGA Limited Membership=\$225** base fee (no discount offered)

1. Additional \$200 fee will be charged for each festival entered
2. Additional \$250 entry fee for prelims/finals show and/or MCCGA Championships

Also includes:

3. Voting privileges at General Meetings
4. One WGI manual
5. All circuit mailings—email and postal mail

C. Non-member entrance fee is \$250 per show. Payment is due prior to festival.

D. **All fees are due no later than the second Monday in December**

E. CANCELLATION POLICY:

1. You may cancel from any festival up to four (4) weeks prior to the festival date with no financial penalty.
2. **Cancellations within four (4) weeks of a festival are subject to a \$100 penalty payable to MCCGA, who will then reimburse the festival sponsor**
3. Payment will be required before you may attend your next MCCGA Festival.
4. Festival Hosts will enforce this policy (i.e. keep track of cancelled units and pass along the information to both the MCCGA Treasurer AND the host(s) of the subsequent festival(s) with the backing of the MCCGA Board of Directors.
5. Festivals cancelled due to inclement weather will not incur financial penalties.
6. Should your unit be required to withdraw from a festival on a day with inclement weather in your area or due to the policy of a school administrator, or other extreme circumstances (i.e. acts of God or nature, theft, fire, etc.) financial penalties will not be incurred.
7. Should a unit be required to withdraw from a festival on a day with inclement weather due to the policy or direction of a school administrator, the unit will have seven (7) calendar days from the date of the withdrawal to request admittance to another festival. Requests will be made to [festivalchanges@mccga.org](mailto:festivalchanges@mccga.org). Admittance subject to the number of units already registered for the requested festival as stipulated in the MCCGA Policy Manual Section V.A. Festival Procedures.
8. To request a schedule change units must send an email to: [festivalchanges@mccga.org](mailto:festivalchanges@mccga.org).

#### II. ENTRY FORMS

A. The MCCGA office will send out and/or distribute entry forms for the various Festivals to MCCGA membership. (see Yearly Calendar)



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- B. In order to guarantee space in Festival lineups, each entry must be returned to MCCGA.
  - 1. with multiple entries on one form or
  - 2. on separate forms by the second Monday in December, the deadline for MCCGA membership and festival entry.
  - 3. The signed entry form must be submitted with payment or Purchase Order. The entry is NOT valid until payment or P.O. is received.
  - 4. A unit may enter a festival up until 4 weeks prior to the date of the festival.
- C. Performance times for Festivals will be determined by class date of completed entry. (earliest date goes last in the Class)
  - 1. All entry forms will be distributed, either in person, through the mail, or over the Internet on a specified day each year. (see yearly calendar)
  - 2. Should there be a tie between units having the same postmark date; the tied units will be placed in random order weekly.
  - 3. THIS DATE IS BASED ON MEMBERSHIP/FESTIVAL ENTRY ON-LINE SUBMITTAL DATE.
  - 4. Payment must be received within 30 calendar days of receipt of membership entry. If received past 30 calendar days from entry, postmark date will revert to the date payment is received.
  - 5. If a unit should send in an entry form for the upcoming season, but still has an outstanding balance with MCCGA, postmark will be determined by payment received postmark.
- D. Information on application to host a festival and all festival procedures is contained in the MCCGA Policy Manual

### III. **ELIGIBILITY**

- A. Color guards composed of members not over age twenty-two (22) as of 12:01 A.m. of the date of their respective competitive class finals performance at the MCCGA Championships shall be permitted to perform in Festivals governed by MCCGA, except in Independent World Class, where there is no age restriction. Each unit appearing at a MCCGA Festival shall be prepared to show proof of members' ages (e.g. copies of Birth Certificates).
- B. Color guards whose total membership comes from the same school or schools that feed into that school and abide by the age rule may perform in the scholastic class provided by the MCCGA. Each school unit appearing in a MCCGA Festival in a scholastic class shall be prepared to show proof of enrollment in sponsoring schools (e.g. school ID cards, yearbooks, etc.).
- C. Each scholastic color guard should comply with eligibility requirements set forth by its respective state activities association (e.g. Missouri State High School Activities Association, Kansas State High School Activities Association, etc.) and school district.
- D. No guard member may perform in more than one (1) color guard from the same sponsoring organization. – Please note that WGI rules will apply if your unit is performing at WGI regionals. Performers and directors should be aware of any state or local activities association's rules, which may not allow this.



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- E. Any high school student whose high school's winter guard unit is a member of MCCGA may not perform with an independent unit without the written permission of the high school guard/percussion/band/sponsor/director. Such permission must be filed with MCCGA (to the attention of the MCCGA Treasurer) prior to the student participating with the independent unit. It is the high school director's responsibility to inform the Board of this type of situation.

**PENALTY: Disqualification – Any unit violating any requirement in the ELIGIBILITY section shall be disqualified and its position/standing in the Festival shall be forfeited.**

#### IV. UNIT CLASSIFICATIONS

- A. All scholastic units must adhere to the scholastic eligibility rules of WGI and their appropriate High School Activities Association (e.g. MSHSAA, KSHSAA, etc.).
- B. Definitions: All definitions are general. More goes into the selection of classification than falling into specific guidelines. Considerations should include experience level of performers and/or designers/instructors; anticipated level of performers; past success of the group; etc. Refer to WGI manual for further discussion of classification.
- C. The MCCGA classification strategy has one main goal:  
Provide a consistent and fair grouping of units achieving at a similar level while encouraging their future development. This goal can be met by doing the following:
- Provide unit management and staff with clear descriptions of the qualities of guards in each class.
  - Provide incentives for guards to move into the higher levels of classification.
  - Provide mechanisms for the circuit to ensure consistent and fair groupings.
  - Provide an appeal process for guards that feel they are unfairly classed.
- D. When units are deciding classifications they must consider the following MCCGA policy.  
The following rules supersede any other rules regarding classifications in the MCCGA rulebook.
1. If a unit enters a WGI Event in Scholastic A or Independent A class, that unit must perform in MCCGA in either Scholastic A, Scholastic B, Scholastic C, or Independent A class. The only exception to this rule is if WGI promotes the unit to the next class, whereby that unit must perform in MCCGA events in the same class as the unit's WGI classification, unless the unit withdraws from that event.
  2. If a unit enters a WGI Event in Scholastic Regional A or Independent Regional A class, that unit must perform in MCCGA in either Regional A, Middle School/Junior High or Independent Regional A class.

- E. Color Guard Classifications  
**Classification descriptions may be found in Appendix A to this Rulebook**

- F. Unit classification is subject to board discretion

**1. Reclassification**

A unit may request to move to a lower class but such requests must follow the appeal process outlined below.

Units are promoted between seasons or during a season for the following reasons.

- a) A guard placing first in Scholastic B, Scholastic C, Regional A,



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at MCCGA Championships is promoted to the next higher classification for the following season.

- b) A guard placing in any of the top three positions of the same Class for three consecutive seasons is promoted to the next highest Class in the fourth season.
- c) A guard that meets or exceeds the promotion score will be reviewed by the MCCGA steering committee and may be promoted to the next higher Class for the remainder of that season.
- e) d) A unit requesting that it be allowed to move to a higher class.
- f) Circuit Championship Class Winners and all units that score above the last Review Score listed in Section L. for that class will automatically move up to the next classification the subsequent season.
  - Unit Managers/Directors/Instructors have the right to appeal a between season reclassification decision (see Appeal below).

#### 2. Appeal

- a) Units that are promoted between seasons may submit an appeal of their reclassification in email to the Chief Judge (Chair of the Review Committee) no later than four weeks prior to the first festival of the season
- b) The Steering Committee will vote by email within three days of receiving the appeal.
- c) A simple majority is needed for the appeal to succeed. In the case of a tie, the appeal is denied.
- d) A unit requesting to move to a lower class may submit an appeal to do so by email to the Chief Judge (Chair of the Steering Committee) detailing why the unit should be reclassified
- e) A unit requesting to move to a higher class (self-promotion) does not need to appeal if the request is in accordance with all other guidelines in this classification section.

#### 3. Mid-Season Promotions

The Top 3 units (with the exception of A, Open, World) at each contest will be reviewed as well as all WGI Regional finalists. Units to be reviewed and reclassified by 5<sup>th</sup> weekend of contests. Additionally, all 1<sup>st</sup> place units, including all WGI Regional finalists will continue to be reviewed until 2 weeks prior to MCCGA Championships. (Notification time: Wednesday prior to 5<sup>th</sup> weekend of contests, or earlier, depending on results of Review Committee votes.)

### V. CHAMPIONSHIPS

#### A. Finalist determination

The MCCGA Executive Board of Directors will utilize the following guidelines to determine the number of finalists in MCCGA Championships. Any finalist positions unused because of lack of competing guards in a class may be added to other class at the discretion of the Executive Board of Directors.

- 1. The Middle School/Junior High and Regional C classes will not have a finals performance; however the champions of these classes will be given the option of performing in exhibition.
- 2. The Regional B, Regional A, Independent Regional A, and Scholastic C classes will have finalists equal to 25% of the Prelims contest participants with a minimum of 3 finalists and a



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maximum of 7.

3. The Scholastic B class will have finalists equal to 50% of the Prelims festival participants with a minimum of 3 finalists and a maximum of 7.
4. All other classes will have finalists equal to 75% of the Prelims festival participants with a minimum of 3 finalists and a maximum of 7.
5. An additional exception may be made to these numbers if the class size is such that only one unit from prelims will not make finals. In such a case, all units in the class will advance to Finals.
6. The MCCGA Full Board will vote on the Championships format on a yearly basis, with the results being announced no later than January 15th.
7. In the case of an odd number of Prelim participants, this number will be rounded up to the next higher whole number.
8. If rounds are used in Prelims, the first place guard in each round will advance to finals and the remaining finalists will be the highest remaining scores regardless of round.

#### B. Eligibility to compete in the MCCGA Championships

To be eligible to compete in MCCGA Championships:

1. Each color guard unit must perform at an MCCGA Festival or WGI Regional by the weekend that unit's Region has its' second Festival. This shall not be construed to mean the unit must perform at a Festival in that unit's Region.
  2. The unit must be in good standing i.e. all fees paid to MCCGA or other Members
- AND
3. Each unit must also perform in a least two MCCGA festivals throughout the course of the season.
  4. Receipt of Championships \$50 entry fee due 4 weeks prior to Circuit Championships
  5. The Executive Board will address exceptions on an individual basis.

#### C. Championship Seeding

1. The order of appearance at MCCGA Circuit Championships will be determined by averaging the two (2) most recent scores received by a unit at MCCGA Festivals or WGI Regionals. These scores will be "progressed" by adding 1.5 points per week, throughout the course of the regular season. After progression, 70% of the highest score will be added to 30% of the second highest score to determine the total average score of the unit.
2. The two scores used for the seeding process must be a finals score (if a prelims/finals format is used) unless a unit does not perform in finals. In this case, the prelims number is used for seeding and promotion purposes.
3. Units will perform in championships in their seeding order with the highest scoring unit performing last in their class or round.

- D. The date of Circuit Championships for all units judged will be determined by the Executive Board by June 1<sup>st</sup> of each year for the following season.



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E. If, by January 15, more than 70 color guards have signed up for Championships, the MCCGA Full Board will create a Championship schedule utilizing two sites on the same day for Championships or two weekends of Championship competition.

G. In MCCGA Festivals and Championships, any class that has more than 12 units performing shall be divided into equal rounds with not more than 12 units in each round. Each round will be a separate “contest” for purposes of rating, ranking, and awards. Rounds at Championships will be seeded in a manner similar to the method used by WGI for seeding the World Championships rounds.

H. Novice class is not eligible for participation in Championships

#### **VI. ADOPTION OF WGI RULES AND REGULATIONS**

A. The Unit Director of a Full or Limited MCCGA Membership unit will receive, prior to the start of the season, a copy of the current WGI rules and regulations by which MCCGA abides. These WGI rules and regulations work in conjunction with the MCCGA Rule Book, General Festival Information and Policy Statement. Take note that our timing requirements differ slightly. Refer to the Appendix of the MCCGA Color Guard & Percussion Rule Books for timing clarification.

B. Regardless of WGI rules, MCCGA shall recognize “sickles” as authorized equipment and such equipment having the general shape of a curved rifle shall count toward a unit’s authorized equipment time. Operational definition of this rule shall be made by the Chief Judge.

C. Penalties will be waived for lack of authorized performance and/or equipment time during the first two weekends of the performance season.

#### **VII. INSTRUCTORS CODE OF ETHICS (as state in the WGI Manual)**

“The MCCGA feels that it is important to enforce the Instructors’ Code of Ethics. If judges and staff are expected to adhere to a professional code of conduct, then it is appropriate that this standard is exacted from the Instructional community as well.

If undue and unfair pressure is applied to judges through inappropriate behavior, then this places the competitive experience at risk. Examples cited included but were not limited to: instructors shouting at judges in public an/or at critique, inappropriate conduct of any instructor while accompanying the guard onto the festival floor, inordinate and unauthorized telephone calls to judges, or electronic communication that is derogatory to any other MCCGA member unit or a unit’s staff, directors, or members. There is also a growing concern about disruptive behavior in the warm up area, and rude behavior for the performer/staff of one group towards another. Behavior of this type is intolerable and will result in the loss of the privilege that has been violated. For example, instructors could be barred from the arena floor or festival venue or lose the right to use the warm up venue. Addressing this important issue must be a priority for every unit

The managing administrator of the situation will determine the application of the action. The managing administrator in judging issues is the Director of Education. The Festival Director is the administrator in

situation pertaining to festival personnel. The Executive Board is the administrator in matters of poor sportsmanship or inter-guard issues.”



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Before a unit may attend critique, the unit must have signed up prior to the festival for critique and have listened to the judges' commentary on the cassette tapes provided during the festival. This is evidenced by filling out the Instructor's Critique Sheet provided with the judges tapes and turned in to the Chief Judge at the conclusion of the critique session with that unit. The only exception to this policy is for staffs involved in hosting a festival that day.

#### **VIII. JUDGES CODE OF ETHICS** (as state in the WGI Manual)

**AFFILIATION:** A MCCGA judge must disclose any affiliation with any color guard based on the following definitions:

**PRIMARY AFFILIATION:** Designer, Instructor, Management of the competing unit. A judge with a primary affiliation may not adjudicate the class where his/her affiliation exists. There may be rare exemptions to this to be at the discretion of the MCCGA Chief Judge.

Individuals may not be a MCCGA judge if they are still performing in any Winter Guard or Percussion Line.

**SECONDARY AFFILIATION:** Any judge who receives compensation from the school, and/or sponsoring organization and any related organization that sponsors or supports the competing color guard i.e. an individual who teaches in the school or who might teach or provide other services for the sponsoring organization as well as any judge, who through family, spouse or significant other who has a primary affiliation as described above. These affiliations will be reviewed on a case-by-case basis. A judge with a secondary affiliation may judge in his/her affiliated class as long as the color guard he/she is affiliated with is not competing at that contest.

**CONSULTATIONS:** A current MCCGA Judge is not permitted to give any consultation to any unit other than their primary affiliation.

**CONDUCT:** No judge may display interest or preference toward any competing guard he/she may judge. Wearing a unit's insignia is forbidden. Judges are encouraged to give input regarding the ethical standards of the judging community. This should be handled through the Director of Education and the Executive Board.

#### **IX. YEARLY CALENDAR**

This calendar is included to help the unit directors know what to expect during the year and/or season



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#### **October**

1<sup>ST</sup> MONDAY OF OCTOBER- 1<sup>ST</sup> DAY TO ACCEPT EARLY POSTMARK FOR THOSE UNITS REPRESENTED AT ANNUAL MEETING

Second Monday of October – 1<sup>st</sup> day to accept Membership/Entry Form (earliest accepted postmark)

#### **November**

Second Monday of November – Deadline for membership fee discount

#### **December**

Second Monday of December – Deadline for membership registration and receipt of all fees

#### **February**

Varying – Deadline for guards to have first performance for Championships eligibility (See Rule V.B.1.)

Varying – Deadline to enter MCCGA Championships (4 weeks prior to Championships)

Last Friday of February – Scholarship and Volunteer of the Year Forms due

#### **March**

Varying – Deadline to enter MCCGA Championships (4 weeks prior to Championships)

Varying – Last weekend scores can be used for Championship seeding (one week prior to Championships)

## APPENDIX A

**Classification in the MCCGA will consist of the following class, each reflecting a stage in the learning process: applying, knowing, exploring, or discovering.**

#### **Middle School/Junior High**

General Definition: This classification is for units with students not in a grade higher than 9<sup>th</sup>. This classification is specifically for the middle school or junior high school guard. These guards are exploring winter guard show design, technique and performance (the discovering stage). This class is dedicated to building strong technique for the unit and performer. Equipment work is basic and one or two-dimensional. Units in this class may self-promote.

Timing: Minimum performance time is 3 minutes with a minimum of authorized equipment time of 3 minutes and a maximum performance of 4.5 minutes. Interval between performance is at least 7 minutes.

Winter Guard International (WGI) Regional Class A judging criteria will be used.

**There is no limit to the number of members in this class.**





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#### 2. Novice

##### General Definition:

The performers in this class are the **youngest and/or being introduced to color guard**. Around the country, this could include what other local circuits call Prep, Entry Level, and sometimes Jr. High School guards.

Novice units should explore **BEGINNING/LIMITED** vocabularies that are designed at an **INTRODUCTORY** level with fundamentals as their primary goal. This area is where the **true beginner** will be nurtured and developed with the **very beginning skills and qualities** as their standard. The prime purpose is to develop individual training that will assure each student's technical growth. It is also to focus on **beginning logic** in programs that will allow the performers to reach high achievement. This is intended to discourage those who overwrite in an attempt to be competitive and whose excessive demand on the performers precludes their proper training and development. This class offers these students an **introductory** opportunity to take appropriate steps and receive full reward as they evolve toward the Regional A class competition.

**Novice class is not eligible for participation at Championships**

##### Programming & Design

Design and performance skills will be at an **INTRODUCTORY** level. The designer should focus on simple **introductory** programming which includes logical presentation in design, and training and accuracy in equipment and movement. It is desirable that students are guided and rewarded for qualities that will lead to their successful performance of introductory skills. As beginners, **single efforts** and **simple responsibilities** will occur, and any **layered skills should be minimal**. Shows will likely "move, set & spin", presenting one skill at a time. Effect will be generated largely through precision and timing. *Sound track should be simple in meter for the students to achieve and fulfill basic musical interpretation.* Do not attempt material that is over the students heads or that they do not understand. **Achievement is most important here.**

Compositional qualities should emphasize logic and presentation with good connections that **flow from one single idea to the next**. Obvious melodic line reflections should be the choice for most groups in reflecting musical structure. Phrasing and pulse/meter are important early components to stress and learn. Focus on the correctness of beginning basic composition. At an excellence level, definition of forms, timing and accuracy of equipment and movement, and such elements as pulse, in-step and consistent step offs and builds to new sets will be the priorities.

##### Equipment and Movement

Focus on the training and achievement of the simplest **INTRODUCTORY equipment and movement skills**. It will be imperative for performers to move with an understanding of pulse and manipulate equipment in time with one another. For this to occur successfully, please keep in mind the age of these performers and remember that this is a beginning experience for them. Recognize which principles are essential at this level and train for the excellent demonstration of these skills. It is reasonable to expect the performers to strive for a moderate level of achievement in a specific range of the introductory vocabulary. The purpose of this class is to help the performers grow in the very elementary principles of handling equipment and principles of movement. Always support proper training and development in whatever equipment and movement choice the group displays. It will be imperative for performers to move with an understanding of pulse and manipulate equipment in time with one another.

##### Introductory Equipment Vocabulary could include:

- Spins, Angles, Full arm moves, beginning Carving/extensions, introductory/simple toss



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- Some introductory/simple layering on movement/drill
- Expressive Dynamic efforts mostly involving time & weight

#### **Introductory Equipment Principles relative to the vocabulary include:**

- Position sense, Timing and method, balance/centering, and Articulation
- Spatial pathways (vertical and horizontal)
- Introductory/simple understanding of expressive techniques of time & weight

#### **Introductory Movement Vocabulary could include:**

- Traveling (walking, running)
- Introductory Simple turns
- Postural and gestural shaping
- Introductory drill/staging responsibilities
- Dynamic effort qualities mostly involving time and weight
- Some movement or shaping layered with Equipment.

#### **Introductory Movement Principles relative to Vocabulary include:**

- Centering & Balance
- Posture/alignment
- Introductory weight shifts
- Articulation (emphasis on feet and pulse awareness)
- Introductory/simple understanding of expressive techniques of time & weight

Minimum performance time is 3 minutes with a minimum authorized equipment time of 3 minutes and a maximum performance time of 4.5 minutes.

### **Regional A**

**General Definition:** This area is where the beginner will be nurtured and developed with the beginning skills and qualities as their standard. The prime purpose is to develop individual training that will assure each student's technical growth. It is also to focus on logic in programs that will allow the performers to reach high achievement. This is intended to discourage those who overwrote in an attempt to be competitive and whose excessive demand on the performers precludes their proper training and development.

**Timing:** Minimum performance time is 3 minutes with a minimum of authorized equipment time of 3 minutes and a maximum performance of 4.5 minutes. Interval between performances is at least 7 minutes.

Winter Guard International (WGI) Regional Class A judging criteria will be used.



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#### **Scholastic C**

General Definition: Guards in this class have students and instructors with prior winter guard experience. This class reflects an application of beginning skills for the MCCGA.

Staff and performers will be encouraged to demonstrate logical yet imaginative programs with achievable standards for performers. Guards in this Class should display all of the fundamentals and some of the intermediate qualities of performance and design. Both students and staff have talent to grow beyond the basics and explore a higher level of design and performance technique. Students shall be challenged to perform at a high level.

Timing: Minimum performance time is 4 minutes with a minimum of authorized equipment time of 3.5 minutes and a maximum performance of 5.5 minutes. Interval between performances is at least 8 minutes.

Winter Guard International (WGI) Class A judging criteria will be used.

#### **Scholastic B**

General Definition: Guards in this class have students and instructors with prior winter guard experience. This class reflects an intermediate level of achievement (the knowing stage) for the MCCGA. Staff and performers will be encouraged to demonstrate logical yet imaginative programs with achievable standards for performers. Guards in this Class should display all of the fundamental and some of the intermediate qualities of performance and design. Both students and staff have talent to grow beyond the basics and explore a higher level of design and performance technique. Students shall be challenged to perform at a higher level.

Timing: Minimum performance time is 4 minutes with a minimum of authorized equipment time of 3.5 minutes and a maximum performance of 5.5 minutes. Interval between performances is at least 8 minutes.

Winter Guard International (WGI) Class A judging criteria will be used.

#### **Scholastic A**

General Definition: Guards in this class have at least some members with strong experience. This class reflects a high level of achievement for the MCCGA. Both staff and performers have talent that goes beyond the basics and some intermediate design. Guards in this class should display all of the fundamental, many of the intermediate, and some of the advanced qualities of performance and design.

Timing: Minimum performance time is 4 minutes with a minimum of authorized equipment time of 3.5 minutes and a maximum performance of 5.5 minutes. Interval between performances is at least 8 minutes.

Winter Guard International (WGI) Class A judging criteria will be used.

#### **Independent Regional A**

General Definition: This area is where the beginner will be nurtured and developed with the beginning skills and qualities as their standard. The prime purpose is to develop individual training that will assure each student's technical growth. It is also to focus on logic in programs that will allow the performers to reach high achievement. This is intended to discourage those who overwrite in an attempt to be competitive and whose excessive demand on the performers precludes their proper training and development.



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Timing: Minimum performance time is 3 minutes with a minimum of authorized equipment time of 3 minutes and a maximum performance of 4.5 minutes. Interval between performances is at least 7 minutes.

Winter Guard International (WGI) Regional Class A judging criteria will be used.

#### **Independent A**

General Definition: Guards in this class have at least some members with strong experience. Both staff and performers have talent that goes beyond the basics and some intermediate design. A wide range of skills and physical development can exist. Programs are usually unique. Occasionally a few individuals will demonstrate a high level of skills.

Timing: Minimum performance time is 4 minutes with a minimum of authorized equipment time of 3.5 minutes and a maximum performance of 5.5 minutes. Interval between performances is at least 8 minutes.

Winter Guard International (WGI) Independent Class A judging criteria will be used.