



A S S O C I A T I O N

**2018 Percussion/Winds Rulebook****I. MEMBERSHIP LEVELS**

Membership Levels for Percussion/Winds 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. Online access to WGI Adjudication manual
4. All circuit mailings—email and postal mail
5. An additional fee of \$50 will be assessed to attend Circuit 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
3. Also includes:
4. Voting privileges at General Meetings
5. Online access to WGI manual
6. 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)
- 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 festival date.
  - 5.
- C. Performance times for Festivals will be determined by class and postmark date of completed entry, which consists of entry form plus payment or purchase order. (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 PAYMENT POSTMARK DATE.
  4. 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. Percussion/Winds units composed of members not over age twenty-two (22) as of 12:01 A.m. March 31<sup>st</sup> Each unit appearing at a MCCGA Festival shall be prepared to show proof of members' ages (e.g. copies of Birth Certificates).
- B. Percussion/Winds lines 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 Percussion/Winds line 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. Any high school student whose high school's Percussion/Winds unit is a member of MCCGA may not perform with an independent unit without the written permission of the high school

guard/Percussion/Winds/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:
  - 1. Provide unit management and staff with clear descriptions of the qualities of units in each class.
  - 2. Provide incentives for units to move into the higher levels of classification.
  - 3. Provide mechanisms for the circuit to ensure consistent and fair groupings.
  - 4. Provide an appeal process for units that feel they are unfairly classed.
- D. Classifications  
Classification descriptions may be found in Appendix A to this Rulebook
- E. When units are deciding classifications, they just consider the following MCCGA policy The following rules supersede any other rules regarding classification in the MCCGA rulebook:  
If a unit enters a WGI event in Scholastic A or Independent A class, that unit must perform in MCCGA in either Scholastic A or Independent A class. The only exception to this rule is if WGI promotes the unit to Scholastic or Independent Open 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.
- F. The MCCGA Full Board will vote on the Championships format on a yearly basis, with the results being announced no later than January 15<sup>th</sup>.

#### V. UNIT PROMOTION

- A. Should a group be competing in the wrong class, the Percussion/Winds Coordinator will advise the ensemble director. If a group is advised to move down a class, it will be at the discretion of the ensemble to make the advised move. For those groups who are clearly competing in the wrong class at a contest or Circuit Championship event, it will be the decision of the Percussion/Winds Administration along with discussion from the ensembles' staff to reclassify the group at that contest or Circuit Championship final contest. Reclassification may also be done between contests up to and including the Circuit Championship event. If a group is asked to produce a current

performance video for evaluation, the group has seven (7) days to deliver the media to the Percussion/Winds Coordinator or the reclassification will automatically be made. If the ensemble does not agree with this ruling of reclassification, the ensemble has the right to appeal this ruling by contacting the Percussion/Winds Coordinator within forty-eight (48) hours. The status of this appeal will then be reviewed by the Percussion/Winds Coordinator and Steering Committee. The final decision will be made within ten (10) days of this appeal.

- B. If your unit plans to attend a WGI regional, please consult the WGI manual or application regarding timing.

## VI. CHAMPIONSHIPS

### A. Finalist determination

The MCCGA Full Board will vote on the Championships format on a yearly basis, with the results being announced no later than January 15th.

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

1. To be eligible to compete in MCCGA Championships.
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. A fee of \$50 will be assessed to attend Circuit Championships which must be received no later than 4weeks prior to the date of Championships
5. The Executive Board will address exceptions on an individual basis.

## VII. CHAMPIONSHIP SEEDING

- A. 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 before March 1 and 1 point per week thereafter. 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.
- B. The two scores used for the seeding process must be a finals score (if a prelims/finals format if used) unless a unit does not perform in finals. In this case, the prelims number is used for seeding and promotion purposes.
- C. Units will perform in championships in their seeding order with the highest scoring unit performing last in their class or round.

Championships for all will be held one week prior to the WGI Color Guard World Championships. If such weekend is Easter weekend, then these Championships will take place two (2) weeks prior to the WGI Color Guard World Championship

## VIII. ADOPTION OF WGI RULES AND REGULATIONS

The Unit Director of a Full or Limited MCCGA Membership unit will receive, prior to the start of the season, an online 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 Section V above for timing clarification.

## IX. PROTOCOL AND GUIDELINES REGARDING COMMUNICATION WITH MCCGA

With the addition of the Regional Coordinator/Communication Chairpersons (RCC) to the MCCGA Board of Directors, all circuit members will be expected to adhere to the following procedure when wishing to make contact with MCCGA concerning, but not limited to:

- festival guidelines
- circuit rules and regulations
- scheduling concerns
- judging concerns, etc.

Circuit members will need to make contact with the Regional Coordinator/Communication Chairperson (RCC) who has been assigned to their region. For the convenience of the members, the circuit has been divided into three regions with one communication chairperson in each area (Kansas City, St. Louis and Springfield, MO).

Once a circuit member has made contact and discussed their questions/concerns, the RCC will:

1. answer their question/concern instantly, or...
2. make contact with the appropriate Executive Board member who can answer the concern.

In the extreme situation that the respective RCC did not satisfy the concern of the circuit member in a timely manner, contact then may be made with a member of the Executive Board. However, each circuit member will be expected to first contact their RCC before making contact with any member of the Executive Board.

By following the above procedure, it is the intent of the Executive Board that questions, concerns and challenges will be addressed quickly by the Regional/Communication Chairpersons, and will allow the Executive Board to fulfill their duties as outlined in the MCCGA Constitution and By-laws.

#### **X. 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 and/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-unit issues.”

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.



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

#### **AFFILIATION:**

A MCCGA judge must disclose any affiliation with any Percussion/Winds unit based on the following definitions:

**PRIMARY AFFILIATION:** Designer, Instructor, Management or performing member 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/Winds 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 unit 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.

### **YEARLY CALENDAR**

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

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)



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November

Second Monday of November – Deadline for membership fee discount

December

Second Monday of December – Deadline for membership registration and payment 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: discovering, exploring, knowing, and applying

#### **Novice Class**

NOVICE Class ensembles are the newest to the winter Percussion/Winds activity and tend to be very inexperienced and similar to one another in terms of show design and format. This class will allow for the beginner to be nurtured and developed with the beginning skills and qualities as their standard. The primary purpose of this classification 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. Ensembles that fit into this classification would be a first year high school ensembles. *If in the future middle schools join the activity, they will be in this class with separate divisions for High School and Middle School.*



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**SCHOLASTIC NOVICE CLASS:** These ensembles tend to be very inexperienced and similar to one another in terms of show design and format.

**INDEPENDENT NOVICE CLASS:** These ensembles use the same criteria as Scholastic Novice with the exception of the age limit.

*Timing:* Minimum performance time is 4 minutes; maximum performance time is 6 minutes. Total interval time is 9 minutes.

Winter Guard International Percussion/Winds A Class judging criteria will be used by replacing “Basic “ skill descriptors with “Beginning “ skill descriptors.

### **Scholastic B Class**

Scholastic B units are still relatively new to the winter Percussion/Winds activity and compete locally in preparation for moving to more regional and national competition. The primary purpose of this classification is to develop individual training that will assure each student’s technical growth while preparing for the next level of competitive success. The focus is also on logic in programs that will allow the performers to reach high achievement. This is intended to discourage those overwriting in an attempt to be competitive and whose excessive demand on the performers precludes their proper training and development.

*Timing:* Minimum performance time is 4 minutes; maximum performance time is 6 minutes. Total interval time is 9 minutes.

Winter Guard International Percussion/Winds A Class judging criteria will be used.

### **A GUIDE TO JUDGING A CLASS Percussion/Winds ENSEMBLES**

A Class ensembles are a unique and special branch of the MCCGA family. These are the younger or less developed participants. Our goal is to assist in their training and development and to reward these achievements in a logical learning progression. To teach these groups with the greatest degree of consistency and success requires a thorough understanding of their level of development and training.

**SCHOLASTIC A CLASS** is consistently aged 13 through 18. Like most high school students, the ensembles show a tendency to be similar to one another. Their choice of instrumentation, the formatting of their shows, and the depth of their training and skills are comparable in many cases.

**INDEPENDENT A CLASS** ensembles use the same criteria as the Scholastic A Class with the exception of the age limit. Here is where the beginning student discovers the joy of performing and realizes the sense of achievement as each skill is learned.

*Timing:* Minimum performance time is 4 minutes; maximum performance time is 6 minutes. Total interval time is 9 minutes.

Winter Guard International Percussion/Winds A Class judging criteria will be used.

### **A GUIDE TO JUDGING OPEN CLASS Percussion/Winds ENSEMBLES**



Open Class ensembles are an exciting branch of the MCCGA Percussion/Winds family. They are enthusiastic with a strong desire to grow and explore. They are open and eager to test their skills in a more challenging arena. Most will have achieved the level of training set in A Class and welcome the challenge of greater creativity. There should be sound development in a logical growing progression of challenges while maintaining the premise that growth requires new and additional training.

The average age of Open Class ensembles varies, especially in the Independent Class.

The Scholastic Open Class is where the intermediate student explores new challenge through performance and realizes a greater sense of achievement as each more complex skill is learned. They experience a freedom in their process as creativity takes on a greater importance in their development. There may be a tendency to OVERWRITE in this growing stage. They should maintain strong standards of excellence in these important developing years.

**SCHOLASTIC OPEN CLASS** is consistently aged 13 through 18. Unlike Scholastic A Class, these ensembles have discovered a much stronger personality and are not usually similar to one another. The depth of their training and skills are still comparable in many cases, primarily due to the similarity of their age and the similar number of hours put into their development. Their programs are often freshly unique and original.

**INDEPENDENT OPEN CLASS** still contains a wide range of age and some skill difference. Performers within one ensemble can range from 12 to 22 years of age. There is greater consistency in the range of skills and physical development. Programs are unique. A few individuals will demonstrate a high level of skills. Some advanced challenges will exist.

*Timing:* Minimum performance time is 4 minutes; maximum performance time is 7 minutes. Total interval time is 10 minutes.

Winter Guard International Percussion/Winds Open Class judging criteria will be used.

##### 5. **A GUIDE TO JUDGING WORLD CLASS Percussion/Winds ENSEMBLES**

World Class ensembles are the standard-setting branch of the MCCGA Percussion/Winds family. These are the innovators of indoor Percussion/Winds who set the direction of the activity through the standards of creative design and performance achievements. They explore new challenges of dexterity, musical, and physical skill within original and unique programs. They are comfortable dealing with abstraction and are strongly influenced by the Arts. Their exploration is the highest level of creative potential. They expect judges to understand and support their creative efforts and be able to make discerning separations between their achievements and those of their competitors. The adjudication within those "works in progress" is more likened to the response of the critic. Judges must have a highly developed sense of all musical and visual techniques as well as design and creative standards.

Our goal is to assist in the fulfillment of their potential and to reward their achievements in a discerning manner, maintaining the premise that those advanced skills require new and sophisticated training. To judge these groups with the greatest consistency and success requires a thorough understanding of their goals.

Here is where the advanced student explores the optimum challenge through widely varied performance techniques, while understanding fully the joy of performance communication and the victory of audience involvement. Those individuals privileged to judge this class are entrusted to recognize, support, and reward the standards and challenges demonstrated within this class while upholding strong standards of excellence.

**SCHOLASTIC WORLD CLASS** is consistently aged 13 through 18 because of the make-up of the high school arena. Often this class will consist of upperclassmen. Unlike the Independent World Class, these performers are rarely over 18 years of age. The ensembles have strongly defined personalities and are highly creative and unique. They explore innovative program concepts. The depth of their training and skills is strong.



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**INDEPENDENT WORLD CLASS** performers demonstrate a high degree of musical and physical development. They are very experienced and fully trained. Programs are unique and innovative and these components are important at this level. Some very sophisticated challenges will be placed on the performers.

When judging this class, the judge becomes the "critic" and should respect the knowledge of the instructors and designers. Dialogs should be a learning exchange between instructor and judge.

*Timing:* Minimum performance time is 4 minutes; maximum performance time is 8 minutes. Total interval time is 11 minutes.

Winter Guard International Percussion/Winds World Class judging criteria will be used.

### **Concert Classes**

Concert classes is open only to scholastic units at the A, Open and World class levels (see eligibility rules in the Percussion/Winds Rulebook for participating at the Open and World class levels). This class is designed for those groups whose single emphasis is the exploration and development of musical presentations. Such exploration may involve original musical compositions, or a blend of arrangements to display their development and virtuosity. The expectations of the judge will be different from those of the marching ensemble. In this class, the concert stage will be set to deliver the sound from that single focal point.

*Timing:* Minimum performance time is 4 minutes; maximum performance time is 6 minutes (A class), 7 minutes (Open class), 8 minutes (World class). Total interval time is 9 minutes (A class), 10 minutes (Open class), 11 minutes (World class)

Winter Guard International Percussion/Winds Concert Class judging criteria will be used.