



Mid-Continent Color Guard Association Championships **Saturday, April 5, 2008**

Dear Director,

The Mid-Continent Color Guard Association would like to welcome you and your members to the 2008 MCCGA Championships. Listed below please find the information needed as you finalize your plans for this event.

LOCATION OF CONTEST:

**Willard High School
515 East Jackson
Willard, MO 65781**

DIRECTIONS:

Off of Interstate I-44 take the Willard/Highway 160 West Exit (#75) going west for 5.4 miles on Hwy 160 to Willard. Watch for a large white water tower on the right side of road. Exit to the right on the first road and drive 300' to the main entrance to campus. Signs will be placed up on campus indicating instructions on how to reach parking and check-in locations.

DATES AND TIMES OF CONTESTS:

Color Guard – Saturday, April 5, 2008 – start time: 9 am

SCHEDULE: A current schedule may be accessed through the website at www.mccga.org.

ADMISSION PRICES: All Day - \$15/\$10 – Seniors over 60 and children under 10/Children under 5 – free. Once purchased, wristbands will be valid at both guard and percussion championship sites.

EMERGENCY CELL PHONE: Ann Duncan, MCCGA President: (913) 558-6216; John Sullivan, MCCGA Vice-President: (417) 848-1695; Maxine Sullivan, MCCGA Treasurer: (417) 849-5873
Lindsey Hansen, MCCGA Public Relations: (816) 718-5949; Chris Church, Willard High School Director of Bands/Site Coordinator: (417) 894-8152

GUARD CHECK-IN: Be prepared to declare the number of marching members. Penalties will be assessed for false declarations. Marching members, seven (7) staff plus the director will be admitted at no charge. Units must check-in one hour prior to performance time. Please turn in your unit fact sheet at that time. Please check the following for the location of your unit's check-in site:

ALL UNITS MUST CHECK-IN AT WILLARD HIGH SCHOOL

DRESSING FACILITIES: Available on site. Units will be directed to these areas at check-in. Please vacate these facilities ASAP after performance. Please do not leave items in the dressing areas. Neither MCCGA nor Willard High School nor is responsible for lost or stolen items.

FOOTWEAR AND EQUIPMENT PROTECTION: All equipment tips on rifles, flag poles, and sabers must be padded and taped. Any props must be protected so as not to damage the floor. Soft-soled shoes need no added protection. Hard-soled shoes must be taped.

UNLOADING OF PROPS: Units will be allowed to place their props in a holding area at Willard High School ONE HOUR PRIOR to their performance. **NO EXCEPTIONS!!!** A “crew report time” will be included on the warm-up schedule for crews to line-up in performance order in the hallway connecting the warm-up gym to the performance arena. **NO LONG TERM STORAGE WILL BE PROVIDED THE DAY OF CHAMPIONSHIPS.**

BUILDING ENTRANCES: Please share this information with all of your staff/unit members/and spectators that may travel with you. To ease traffic flow and to provide a quiet and calm area for performers to mentally and physically prepare for their performance we will be using the entrances into the facility in the following manner:

In the very back of the school will be a **Performance only entrance.** This is for staff/unit members going to warm-up, or for those needing to change in the locker rooms only. After changing performers are required to exit the same entrance.

On the west side of the building will be a **Unit/staff member** only entrance.

On the east side of the building is the **Spectator Only** entrance next to the spectator parking. Anyone wanting to watch units performing will go into the Commons/Concession Area and go up the steps to enter the gymnasium from the mezzanine. **NO ONE BUT PERFORMERS AND THEIR STAFFS WILL BE ALLOWED ON THE GROUND FLOOR IN AND AROUND THE GYMNASIUM.** There is an elevator just off the Commons/Concession area for those who need the assistance.

UNLOADING OF PERFORMERS: Upon entering the school property, units will be directed to make a left to proceed to the Unit Parking Area. This area will be used for unloading of performers, bus parking, and equipment truck parking. The parking lot is a very large area and will efficiently accommodate all of the performing participants.

PERFORMER AND STAFF ENTRANCE/EXIT OF FACILITY: There will be two designated doors for performers and staff to enter/exit throughout the day. These doors will access the lot designated as Unit Parking, and is in the opposite side of the building from the spectator entrance.

SPECTATOR ENTRANCE/PARKING: Upon entering the property, spectators will make an immediate right and proceed to the area designated as Spectator Parking. They will enter the building through the doors marked “Spectator Entrance”. **After entering the building, spectators will be routed through the Commons Area and up stairs to access spectator seating. ALL LOWER LEVEL ENTRANCES TO THE GYMNASIUM ARE RESERVED STRICTLY FOR PERFORMERS AND STAFF.** Please note that for persons in need, an elevator will be available throughout the day. The elevator is located in close proximity of the Commons Area.

INSPECTION: Located in warm-up area.

TABULATING AND JUDGING AREA: These areas are off limits to everyone except authorized personnel.

INTERVAL/TIMING LINE:

VERTICAL TIMING LINE

Units will enter from back stage left (the performer's left when facing the audience) and exit front stage right (the performer's right when facing the audience). Please be advised performers will exit through a corridor that will lead them directly outside. Since this will be in the vicinity of unit parking, performers can easily load their equipment and props back into their vehicles.

IMPORTANT!!!: ALL UNITS MUST QUICKLY MOVE THEIR PROPS, TARPS, PERFORMERS, ETC. FROM THE PERFORMANCE FLOOR. A DELAY IN EXITING THE ARENA MAY CAUSE THE CONTEST TO RUN BEHIND SCHEDULE WHICH, IN TURN, COULD RESULT IN A PENALTY FOR THOSE UNITS TAKING MORE THAN THEIR ALLOTTED TIME.

CASSETTE TAPES FOR JUDGES: Provided by MCCGA.

MUSIC TAPE: A cassette tape, variable speed deck, and CD deck will be provided for your use, or you may utilize your own deck and plug it into the system provided. Bring music tapes/CDs to the sound table prior to your performance. It is suggested that a representative of your guard stay with the sound engineer during your unit's performance. And, MCCGA strongly encourages each Director to have a back-up CD/tape available that day.

SOUND TESTING: During breaks at the discretion of the Contest Director.

WARM-UP AREA: Color guards will warm-up in half of a full-size gym. Before entering warm-up, a guide will meet your unit at the **Performance Only Entrance** so your performers may drop off tarp/props in one of the 6 designated areas in the hallway just outside the gym. **Reminder to all Directors: please keep the volume of your CD players at a respectable level.**

EQUIPMENT/PROPS: All equipment and props must be removed from the building **immediately following** your performance. **No storage area will be provided. A holding area for your floors/backdrops will be available ONE HOUR PRIOR TO YOUR PERFORMANCE. In the event that a unit needs a special holding area for oversized props, please email the MCCGA Board of Directors for consideration of your needs.** You may send your request to vicepresident@mccga.org.

SCORE SHEET AND JUDGES TAPES: Will be presented during retreats. **No sheets and tapes will be available until that time.**

AWARDS: Trophies and/or plaques will be presented in retreat. Medals will be presented to units that achieve 1st Place, 2nd Place, and 3rd Place in their respective classes.

HOSPITALITY ROOM FOR DIRECTORS, STAFF, AND BUS DRIVERS: The Willard Band Boosters have graciously requested to offer a hospitality room for Directors, Staff, and Bus Drivers. While supplies last, complimentary food will be provided. The hospitality room will be located directly off the commons area. Please remember this is not a student or spectator area.

RETREAT: Full retreat. Please refer to the schedule regarding your unit's retreat. All units will report to the warm-up gym to line-up for retreat.

CRITIQUE: There will be no critique at the MCCGA Championships.

VIDEO TAPING: As outlined in the MCCGA Rule Book, **there will be no video taping allowed at MCCGA Championships.** Each unit will receive a professional video of their performance(s) at no extra charge to the unit. Rudolph Video will be the official videographer for the 2008 MCCGA Championships, and video orders will be taken throughout the day in the concession area. **DIRECTORS ARE REQUESTED TO INFORM THEIR PARENTS AND PERFORMERS OF THIS POLICY as it will be STRICTLY enforced.**

FLOWERS: Pre-orders will be accepted until Tuesday, April 1st. Orders must be placed on or before April 1st. The costs: are \$2.00 for carnations and \$4.00 for roses. The roses will have a "water container" on the bottom. Please contact Chris Church at cchurch@willard.k12.mo.us to place your orders. **ORDERS CAN NOT BE TAKEN THE DAY OF CHAMPIONSHIPS.**

ADJUDICATORS: TBA

A NOTE REGARDING SAFETY OF STUDENTS: MCCGA requests each director have dialogue with their students regarding the use of common sense regarding their personal safety on the day of championships. Please ask students to not venture off from the high school campus, which has been assigned as our championships location by the Willard School District. Likewise, there is new construction occurring next to the unit parking area. Obviously, that construction is off limits as it can create potential danger for any trespassers. **We also ask you discuss with your students the importance of respecting the facility.** Securing a championship site can be a difficult task, both for MCCGA and the site host. It is important we show our appreciation by leaving their campus free of any damage.

MAPS: will be made available online at www.mccga.org. Written directions are provided with this information.

CONCESSIONS: will be provided by the Willard High School Band Boosters. Their parent organization has done a lot of planning to ensure a great menu and ample food. Located in the commons area of the high school is the concession area, including seating for a large capacity of people.

CONTEST DIRECTORS:

Ann Duncan, MCCGA President
John Sullivan, MCCGA Vice-President
Maxine Sullivan, MCCGA Treasurer
Lindsey Hansen, MCCGA Public Relations Director

SITE COORDINATOR: Chris Church, Willard High School Director of Bands