



Wentzville Liberty High School MCCGA Winter Guard Festival

Directors,

MCCGA and Wentzville Liberty High School are excited to welcome you to the 2020 Wentzville Liberty Winter Guard Festival! We look forward to your participation in today's festivities. Below, you will find information you will need to adequately plan for today's contest.

** Please refer to the circuit website, www.mccga.org for any changes. **

CONTEST LOCATION, DATE & TIME:

- 2275 Sommers Road Lake Saint Louis, MO 63367. Saturday, March 14th, 2020. Contest begins at 10:00am, doors will open at 8:00am, and contest ends at approximately 7:00pm. Critique runs from 7:10pm – 8:20pm.

COMPETITION CONTACTS:

- KC Welch - WLHS Guard Director – 314-800-9811 - kassandrawelch@wsdr4.org
- Danielle Welch - Competition Coordinator – 314-304-1094
- Amy Welker – Competition Coordinator – 636-734-0335

ADMISSION:

- Adults: \$7, Students (5-18 years old): \$5, Seniors (60+ years old): \$5, Children Under 5 FREE
- Payment: Admission will be cash only.
- Please note: MCCGA does NOT provide free admission to bus drivers. If you wish to provide your bus driver with admission to the contest, you will need to use one of your 7 staff wristbands or purchase a wristband at the spectator/unit entrance.

UNIT CHECK-IN

- Units will check in at the Auditorium: LHS Performing Arts center (located at the back of campus). Follow signs and arrows labeled as auditorium to unit check-in/prop check-in.
- Units will need to check in no later than one hour prior to their performance time.
- Please be sure to complete your unit fact sheet online at www.mccga.org prior to your arrival at the contest.
- Be prepared to declare the number of performing members for each of your groups, at this time. Penalties will be assigned for false declarations.
- All performing members will be given a wristband at unit check-in and are required to wear this band at all times.
- You will also receive 7 complimentary staff bands at check-In. Directors will be expected to use those bands to take care of their staff, volunteers, and bus drivers. Any additional staff or volunteers (after your complimentary 7) must purchase tickets at the spectator entrance. Directors are responsible for distributing these wristbands.
- A contest guide will be provided to everyone at unit check-in. They will help you find your storage areas and answer any questions you may have about the contest flow. Since we are a new show, there will be an option to have your guide stay with you and take you to the holding area for warm up.

- Additional contest information will be provided to you at unit check-in (maps, performance & critique schedules, etc.) or you may find these items in the Director's Forum on the MCCGA website.

BUS/TRAILERS ENTRANCE & PARKING:

- The entrance for buses and trailers is located at the front of the school; parking and unit/equipment check-in are all located around the back side of the school.
- Buses/trailers will drop performers/equipment/props/tarps off in front of the Auditorium: LHS Performing Arts center and park in that lot (located at the back of campus).

SPECTATOR ENTRANCE & PARKING

- All spectators must enter through the main entrance at the front of the school.
- The street entrance to the festival will have people there to assist with directions.
- Spectator parking will be located at the front of the school, outside of the main gym. Overflow parking for spectators will be located in the stadium lot. (refer to the attached map for further clarification).

SIGNAGE/MAPS:

- Directional signage will be posted outside the school, as well as throughout the interior.
- Site and school maps will be available in the Director's Forum through www.mccga.org and in your director's packet.

UNIT STORAGE:

Space will be available for personal items; MCCGA, Wentzville Liberty High School, and Wentzville Liberty contest workers (staff, students, and parents), are not responsible for lost or stolen items.

SCHEDULE:

- Warm-up and performance schedules are included in the director's packet (an updated schedule will be available and provided at unit check-in). Performance schedules will be provided at the spectator entrance.
- Please refer to the circuit website: www.mccga.org for the most up-to-date scheduling information and changes.

DRESSING FACILITIES:

- Bathrooms will be available on-site for changing, please do not use the spectator bathroom. Units will be directed to these areas at unit check-in.
- We ask that you please vacate these facilities as quickly as possible.
- Hair and makeup can be completed in the hallways around unit storage (PLEASE APPLY EXCESS AMOUNTS OF GLITTER OUTSIDE OR OVER A TRASHCAN!)
- Please do not leave any items in the dressing areas - MCCGA, Wentzville Liberty High School, and Wentzville Liberty contest workers (staff, students, and parents), are not responsible for lost or stolen items.
- Please do not use the restrooms in the commons (cafeteria) to change/get ready. These restrooms are reserved for spectators only.

FOOTWEAR & EQUIPMENT PROTECTION:

- All equipment must be padded and taped.
- Any props must be protected so as not to damage the floors.
- Soft-soled shoes do not require additional protection.
- Hard-soled shoes must be taped.

- NO EXCEPTIONS - Any equipment/props that Wentzville Liberty volunteers feel need to be taped, will be required to be taped.

TARP/PROP/EQUIPMENT UNLOADING & STORAGE:

- Trailers should unload props/tarps/equipment immediately upon arrival; unit check-in is in the same spot. There will be a place for units to set their stuff while unloading before moving to their spot and this will make the flow easier for everyone.
- Have your tarp/prop crew meet in the holding hallway NO EARLIER than 7 minutes prior to your unit's performance time. There will be a lot of traffic in this hallway and we need to accommodate units checking in and props/tarps loading/unloading.
- We will provide holding slots (taped off with unit names, much like unit storage) for props and tarps to stay all day, but it is still encouraged that equipment/props are loaded immediately following your performance time to keep traffic flowing.

MUSIC:

- A laptop for CDs and an aux cord will be provided for your use (you must provide your own dongle if needed), or you may utilize your own deck and plug it in to the system we have provided.
- Please deliver your music to the sound table prior to your unit's performance. It is strongly suggested that you have a backup format of your music.
- If you provide a CD with multiple tracks, you must notify the sound engineer of the correct track.
- This year it is a requirement, that a representative from your unit stay with the sound engineer during your performance.
- Sound check will be provided 1 hour prior to the contest start time and during breaks (at the discretion of the contest director).
- Unit directors may pick up their music at the sound table, shortly after your unit's performance.

WARM-UP AREA:

- Body and equipment warm-up will be located in the auxiliary gym, with no movement between the two. Performers will transition to a holding area in the hallway prior to their warm up time (refer to the contest flow map for further clarification).
- Guards warm-up location (A & B) will be indicated on the warm-up schedule.
- Do NOT utilize other areas of the school to warm-up on equipment prior to your actual warm-up time.
- Music will be allowed during the second half of your warm-up time. You must provide your own device for music.
- As a convenience, there will be plenty of space where units will be allowed to stretch in designated spaces near unit storage. Please do not use the marked do not enter/off-limits parts of the school.

PERFORMANCE AREA/INTERVAL/TIMING LINE:

- We will be utilizing a horizontal timeline at this contest. If looking at the floor from the spectator's perspective, units will enter from the back right and exit to the front right. Please refer to the contest flow map for further clarification.

TABULATION & JUDGING AREAS:

- These areas are off limits to everyone except for authorized personnel.

TARP FOLDING:

- Tarp folding space will be available in our wrestling room (refer to the contest flow map for further clarification).
- Props/equipment will travel back down the holding hallway to loading.

CONCESSIONS:

- Our concessions stand will be located in the commons. We will be serving pizza, hamburgers/cheeseburgers, hot dogs, pretzels, nachos, salad, chips, candy, soda and water; we will also be selling donuts, coffee and hot chocolate at our coffee cart for breakfast. We ask that you please do not bring any outside food into the contest. All profits from concessions and our coffee cart will go toward funding the Wentzville Liberty Band and Guard programs.
- We will accept cash and cards through Square. We will not accept PayPal, Venmo, CashApp or any other form of payment.
- CONCESSIONS WILL CLOSE AT 6:15PM FOLLOWING THE LAST BREAK.

JUDGES COMMENTARY/SCORE SHEETS:

- All MCCGA festivals will utilize Competition Suite for commentary and score sheets.
- Please make sure to sign all your staff up to receive this commentary (instructions available in the director's forum on www.mccga.org) prior to the day of the festival.
- If you have questions about how penalties will be assessed, please consult the MCCGA rules and procedures manual. If you have more specific questions regarding penalties or boundary lines on the day of the contest, please ask the timing and penalties judge when you enter the gym for your performance.

RETREAT:

- Captains retreat for Scholastic Cadet, Regional A, and Independent Regional A guards will begin at 1:45pm.
- Captains retreat for Scholastic AA, Scholastic A, Independent A, and Scholastic Open guards will begin at 6:45pm.
- Captains will line up in performance order, in the warm-up gym, after the final unit in this group performs.

CRITIQUE:

- You were required to sign up for critique on the circuit website at www.mccga.org, no later than 4 weeks prior to the date of the festival.
- Please refer to the schedule for critique times. We will also provide a critique schedule in your director's packet.
- Critique will take place in the library in our commons - across from spectator bathrooms (refer to the contest flow map for further clarification).
- Critique for SAA, SA, IA and IO will begin at 7:00pm.

ASSISTANCE:

- Our goal is to provide you with the best festival possible. If there is anything that my staff or I can assist you with, please let us know. We will be providing extra help pulling and folding tarps the entire day for any unit that needs it. Wentzville Liberty students and parents will be available throughout the day to help and will be wearing RED Liberty volunteer shirts and Liberty (red, white and blue) gear.

RESPECT OF SCHOOL PROPERTY & “OFF-LIMITS” AREAS:

- We ask that you please instruct your students to be respectful of others property in the hallways. Anyone found defacing or destroying property will be asked to leave, their school will be required to repair the damage, and their team will be recommended for disqualification to the chief judge of the festival. MCCGA, Wentzville Liberty High School, and Wentzville Liberty contest workers (staff, students, and parents), are not responsible for lost, damaged or stolen items.
- Please Note: Some areas of the school will be off-limits. Please instruct your students and staff to please not enter these areas for any reason (including restrooms). If there are any questions, please feel free to contact me. We look forward to seeing you at our festival!

Best of luck,

KC Welch

Guard Director
Wentzville Liberty High School