

# Lee's Summit North Winter Guard Festival

On behalf of our staff, students, and administration, we'd like to welcome you to the Home of the Broncos! Please find below the information needed to help you prepare for your day. Please check the website, at [www.mccga.org](http://www.mccga.org) for any changes or schedule updates.

## LOCATION:

[Lee's Summit North High School](#)

[901 NE Douglas](#)

[Lee's Summit, MO 64086](#)

[Maps: Includes school entrances, parking and traffic, unit home bases.](#)

## Date and Time:

Saturday, March 18, 2023

Doors will open 2 hours prior to the start of the first class.

Performance Schedule: [MCCGA LSN Competition](#)

## Admission:

- \$7 Adult
- \$5 student (5-18 years)
- \$5 senior (60+ years of age)
- Children under 5 free

We are a **CASH ONLY** site.

Please note: You will receive 7 complimentary staff wristbands at Check-in. Directors will be expected to use those bands to take care of their staff, volunteers, and bus drivers. MCCGA does not provide free admission to bus drivers or additional staff after the 7. If you wish to provide your bus driver with admission to the contest, you will need to use one of your wristbands or purchase it for them at the gate. We will provide a meal voucher for your driver.

## Contact Information:

Assistant Coach: Kerri Craven

Cell phone 816-686-6079

Email: [kerri.craven@lsr7.net](mailto:kerri.craven@lsr7.net)

## Unit Check In:

Unit Directors will check in at the doors on the West side of our building. Look for the signs. Unit Directors will enter and check-in without performers. Performers, staff, etc. should stay on the bus. Directors will return to the bus and hand out the wristbands. Directors can then bring performers into the building through the Unit Check doors to go to their assigned Home Base. Performers are required to wear this wristband at all times in the building.

Once your unit is inside a student volunteer will assist you in finding your assigned home base and answer any questions you may have about the contest flow. Please note: This volunteer will only be with you at the time of check-in. Another student will show up closer to your warm up to escort you to the warm up gyms.

All units should plan to check in no later than 90 minutes before their performance time.

Please be sure to complete your unit fact sheet online at [www.mccga.org](http://www.mccga.org) prior to the contest. MCCGA suggests you bring a backup copy with you, just in case. Be prepared to declare the number of performing members. Penalties will be assigned for false declarations.

**Bus Flow and Parking:**

Buses will enter the parking lot from the Douglas street entrance (look for the tennis courts). Proceed to the lane nearest the building, and follow to the Unit Entrance. After unloading, buses will then continue around the building and circle back through the parking lot to park in that same lot near the tennis courts. We will provide a meal ticket for your driver. There will be signs to assist you.

[Parking and Entrances Map](#)

**Spectator Parking:**

Guests should park in the lot between the Events Lobby Entrance on the East side of the building and the football field. Guests may also park in the lot in front of our Central Office and the lot that's on the west side of the front of the building. Guests will enter through the Events Lobby doors. Please remind your guests to not leave valuables in their cars.

**Schedule:**

The performance and warm up schedules will be posted online at: [MCCGA LSN Competition](#) page and [Lee's Summit North Bands](#)

**Equipment, Floor, Props, Loading/Unloading and Storage:**

The prop unloading/loading will be located on the East side of the building near the large garage doors. There is a ramp. The majority of props/floors will be kept in the Commons (cafeteria). Please refer to the festival map document for further clarification. Equipment trucks/trailers should circle back around and park in the lot on the West side near the tennis courts with the buses and the West end of the front parking lot will serve as overflow.

Please review the Festival Warm Up document to determine your time to unload props and floor. To make room for other units, please load your equipment as soon as possible after your performance.

Each guard will have a space in the hallways. Space will be available for personal items and equipment in the hallway spaces, but please understand that storage is limited. If you are traveling with multiple teams and you want their home bases to be together, please notify us ASAP. It might be difficult to change the day of.

Please do not congregate in hallways or storage spaces. MCCGA, Lee's Summit North High School, and contest workers (staff, students, parents), are not responsible for lost or stolen items. We will not be responsible for loss.

**Floor Folding:**

Floor folding space is available in the Commons if you wish. Please be prepared, as this area is smaller than the performance floor due to pillars and will not fit a 60 x 90 floor completely flat. You will have limited time in the folding area and departure hallway. You should hurry as the next unit may be entering. Please refer to the flow document for further clarification.

**Dressing Facilities and Restrooms:**

Restrooms are available on site for students to change as needed however, space is very limited. These dressing rooms are shown on the map. Please clean and leave these facilities as soon as possible to make room for others. Hair and makeup can be completed at your Home Base. Please do not leave items in the dressing areas. MCCGA and Lee's Summit North are not responsible for lost or stolen items. It is requested that the restrooms near the Field House be used by spectators only. **DO NOT use the restrooms located near the Field House for changing and performance preparation.** Please notify the volunteer at the Unit Check in table if a restroom needs attention (i.e. toilet paper, trash cans, etc.)

**Footwear and Equipment Protection:**

All equipment tips on rifles, flag poles, and sabres 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. Any equipment/props that volunteers feel need to be taped, will be required to be taped.

**Music:**

We request you upload music to our Google Drive by 3/15/23. [Google Drive Link](#)

When uploading the music, please title it with the name of the unit and classification. For example: "Lee's Summit North SAA" and drop it into the appropriate classification folder. We will test the music file on Thursday or Friday before the show and will email you with any complications we find. If you are not able to upload, all performance music should be delivered to the sound table and be clearly marked as above.

**Regardless of your music delivery method, please still come to do a sound check!!!** The sound table is located on the unit entrance side of the gym under the indoor track. Sound Check will be provided 1 hour prior to the contest start time and during breaks (at the discretion of the contest director). We will provide a CD player and a 3.5mm Aux Cord. Music should be of good recording quality with CDs marked as to which track. **CDs will be ripped to the computer. If using the aux cord, units are responsible for any adapters they may need to connect the aux to a device.**

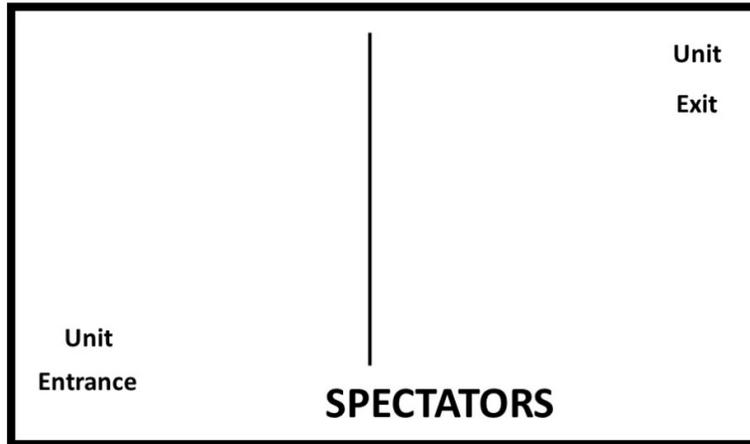
It is encouraged that you have a backup of your music and that a representative from your unit stays with the Sound Engineer during your performance. We are not responsible for any sound errors that may occur.

**Warm Up Area:**

We have 2 gyms for warm-up, the Auxiliary Gym or the MultiPurpose gym. Your location is indicated on the warm-up schedule. Please do not utilize other areas of the school to warm-up on equipment prior to your actual warm-up time. If you choose to use music during warm up, you should bring your own speaker/device.

**Performance Area and Timeline:**

We will utilize the **vertical timing line**. If looking at the floor from the spectator's perspective, the Units will enter from front left and exit from the back right directly into the Commons for folding and prop storage. Please refer to the contest flow document for further clarification.



**Videotaping:**

WGI and MCCGA have adopted a No Videotaping policy at all festivals. This is due to the continued Copyright Infringement issues that WGI deals with. Any liability associated with unauthorized recordings will rest with the individual or organization making the recording.

**Concessions:**

Concessions will be available throughout the day, including breakfast, for all performers and spectators. Cash only please. The concession area is located adjacent to the performance gym in the Events Lobby and will be in operation all day. We will offer a variety of food items. As with most MCCGA festivals, the money raised in concessions is used to run our programs. Please show your support and plan on eating at our concession area. **Please do not bring outside food into the contest.** There will be tables in the Events Lobby for people to sit and eat. **No food or drinks are allowed in the gym. LSN is a smoke free building and campus.**

**Merchandise:**

We will be selling guard related merchandise in the Performing Arts Center which shares the Events Lobby space. Items pre-ordered from our link will be picked up here too. Cash and credit cards accepted.

**Tabulation and Judging Areas:**

These areas are off limits to everyone except authorized personnel. Please be respectful to these taped off areas in the stands.

**Score Sheets and Judges Commentary:**

All MCCGA festivals will use Competition Suites for tabulation purposes and commentary processing. You will be provided with an access code to Competition Suites where you will be able to access your judges commentary on your cell phone, laptop, etc. Also through Competition Suites you will be able to access recaps from the festival once they are processed and posted. Lee's Summit North does not offer public WiFi.

**Retreat:**

Captains will report to the Multi-Purpose Gym and line up in performance order. During awards ceremonies, the number of unit representatives is limited to 2 performers per unit. **More information will be shared the day of the show by our Site Directors.**

**Photos:**

Professional pictures are available at

<https://www.bjohnsonphotography.com/MCCGA/2023/31823-Lees-Summit-North>

**Respect of Properties and “Off-Limits” Areas:**

We ask that you please instruct your students to be respectful of others' property in the hallways. Please do not prop any doors open. Some areas of the school are off-limits. Do not enter the posted or locked areas.

**MSHSAA Sanctioning:**

This festival has been sanctioned through MSHSAA.

**Assistance:**

North parents, students and staff will be available throughout the day to assist you. Please feel free to ask any of them to help you. There should be someone in the Unit Check-in for almost all of the day.