



20277 State Highway 413

Reeds Spring, MO 65737

Hello Festival Attendees!

Welcome to the 2024 MCCGA Festival hosted by Reeds Spring Winter Guard. Listed below, please find information needed to help you prepare for your visit.

Our facility boasts generous space for personal storage, large prop storage, a pre-stretch room, an auxiliary gym for warm-ups, and a large performance gym. Attached to this letter are directions to our facilities, a campus map and additional information you may need for the day.

We will offer a full concession stand including hamburgers, hotdogs, pulled pork sandwiches, nachos, pretzels, chips, candy, and various beverages. We will also have an \$8.00 Meal Box that includes a hamburger/hot dog/pulled pork sandwich, drink, chips, and a cookie. As with any MCCGA show, this event will help to fund our program and ensure future events like this one. Please encourage your students and parents to partake in our concessions. ***Per MCCGA and School Policy, no outside food or drink is allowed anywhere inside the school.***

We ask that you remind your students to be respectful of our facilities. Helping us maintain them will ensure our ability to host units like yours at events like this in the future. Custodians will be on hand throughout the day to make sure all facilities are stocked, but please encourage your members to pick up after themselves and keep any areas they use for housing, changing, and hair/makeup as orderly as possible.

Our staff, students, parent volunteers, and our administration are thrilled to welcome you to our school and hope you have an enjoyable experience while with us. If you have any questions or concerns, please do not hesitate to contact any of the individuals listed below.

Ashley Garoutte – Color Guard Director

E: agaroutte@wolves.k12.mo.us

Cell: 417-396-8856

Josh Garoutte – Director of Bands

E: jgaroutte@wolves.k12.mo.us

Cell: 417-268-5674

Please check the website at www.mccga.org for any changes or scheduled updates.

Unit Check-In

Buses will unload performers at the Unit Check-in Entrance located on the West side of the building (please see campus maps). Unit Check-In will open at 8:30am. You must check into this area at least an hour before performance time. Exceptions will only be made for those schools with multiple units riding the same bus. Members may bring in with them personal items they plan to store in the “personal item storage area” (this does not include large equipment or props). Directors, be prepared to declare the number of performing members. Performing members, seven (7) staff, and the Director (with badge) will be admitted at no charge. Any helpers, staff, drivers beyond this number must purchase a ticket. Make sure you have completed your Unit Fact Sheet. We will have student ushers available for you. They will meet you at the entrance to the pre-stretch room at your designated pre-stretch time.

Dressing Facilities

Available on site, however, space is very limited. Units will be directed to the personal item storage area at unit check-in. The dressing facilities are restrooms located in the storage area hallway. Please do not leave any items in these dressing facilities. MCCGA and/or Reeds Spring High School are not responsible for any lost or stolen items. Performers may not use spectator restrooms for this purpose. Performer restrooms/dressing facilities can be found on the attached map.

Personal Item Storage Area

The storage area provided is not large and is intended only for personal items and smaller equipment (flags, sabres, and rifles). It is not meant to store larger equipment, tarps, instruments, and props. This area is not intended as a hang-out. If you have free time during the day, we would like to encourage you to enjoy the performances in the gym or spend time in any of the other public areas of the school.

Concessions

Please help support our Reeds Spring Booster Program by enjoying our Concession stand. We will offer a full concession stand including hamburgers, hotdogs, pulled pork sandwiches, nachos, pretzels, chips, candy, and various beverages. We will also have an \$8.00 Meal Box that includes a hamburger/hot dog/pulled pork sandwich, drink, chips, and a cookie. We can accept cash or card payments. No checks please.

Prop/Floor/Equipment Unloading and Loading

Unloading of equipment and props will be on the Southwest side of the building into the High School Band Room. Props should plan to unload at their designated “Prop Check in Time” listed on the logistical schedule. Equipment trucks may stay in the lane while unloading and then will need to proceed to the Bus/Equipment Truck parking area to wait until their group has finished performing and is ready to load back up. This parking area is close to the performer exit for ease of loading after the performance. Tarp folding will be available just outside the exit on the parking lot following your performance. The map provided will designate the correct route to the tarp folding and loading area.

Guard Sound Checks

Sound checks can be done during any class/round breaks throughout the day. The sound check location is at the front of the gymnasium on the floor level.

Guard Performance Music

You may provide one of three options to run your music for your performance in our professional grade sound system:

1. Provide the sound engineer with a CD prior to your performance/at sound check.
2. Use your own device to plug into our sound system with a headphone (aux) cord.
3. Download an .mp3 of your music to your school's folder on this google drive:
<https://drive.google.com/drive/folders/1rA5pbXYOxQbJGdDHO3TwrV2xxF1Rh1ex?usp=sharing>

A representative from your guard should stay with the sound person to run your device during your unit's performance.

Guard Pre-Stretch Room

Your guard can be in the guard pre-stretch room 15 minutes before your warm-up. This space can be used for stretching and mental run throughs as well as listening to your music quietly. You will be sharing this room with other guards. Please be respectful of their time and space. This is also the time you will meet up with your usher who will guide you through the rest of the process.

Guard Warm-Up

Guards will enter the auxiliary gym for body and equipment warm-up. You will have one half of the floor for your warm-up interval. You can play music during the second half of your warm up. A sound system for warming up will not be provided. Please be courteous of the volume of your music.

Percussion & Winds Warm-Up

Percussion and winds units will enter warm up in the same door they dropped off equipment for acclimation. See attached logistical schedule and maps for your assigned warm up area. Body and equipment warm up will all take place in this room.

Guard Prop/Tarp Entrance

All tarps and props should enter from the southwest corner of the building into the band room, which is designated on the flow chart map. Note that your prop crew may follow your group through warm up. You will pass the band room on your way to the performance gym to pick up your props. If you wish, one of your student escorts will take your prop crew to the band room while you warm up to start gathering your props.

Performance Area & Timing Line

Units will enter from the performer's FRONT Right utilizing a horizontal timing line and exit the floor to the performer's BACK Right.

Equipment Preparation

It is incredibly important that all equipment, wheels, props are in proper condition. Per MCCGA rules, all equipment must be taped appropriately to protect the floors throughout the building. Equipment tips on rifles, poles and sabres must be padded and taped. Any questionable equipment will not be allowed on the performance floor. Hard soled shoes will need to be taped before your performance. All percussion and winds groups must make sure that all stands have proper footing or are taped. Cart wheels must be in "indoor" condition to not scratch the hallway and performance area floors.

Tabulating and Judging Area

These areas are off limits to everyone except authorized personnel. No unauthorized personnel should approach the tab table. All scores and commentary will be available in Competition Suite following the awards ceremony.

Retreat

The retreat will be a captain's only retreat. Captains should report to the hallway next to the performance entrance to the gym to line-up following the last unit in performance.

Directions/Parking

Please see the attached maps for directions and parking for buses, trailers, and spectators.

Respect of Property and School

It is our intent to provide you with the best possible winter festival. If there is anything we can do to assist you, please let us know.

We ask that you instruct your students to be respectful of others' property in the hallways. Reeds Spring High School will not be responsible for lost or stolen items. Some areas of the school will be marked off-limits; and we will expect all students to stay out of these parts of the school.

We appreciate your participation at our festival. Our parents, students and staff look forward to your participation and performance!

Thank you,

Ashley Garoutte
Color Guard Director
417-396-8856

Additional Contacts:
Josh Garoutte
Director of Bands
417-268-5674