

Director Handbook



**MILLIKIN UNIVERSITY
KIRKLAND FINE ARTS CENTER**

Arrival

All buses should pull into the main entrance and stop at the area marked “checkpoint.” Your group’s hosts will stamp the hand of all performers, while the director checks-in at Kirkland Fine Arts Center.

Once students are stamped, your hosts will lead the group to their homeroom. All equipment trailers should follow the outlined route on the attached map to unload and transfer items to the staging area (please have designated crew or helpers to unload your equipment).

Admission

All performers, directors, drivers (bus/trailer), and 6 additional support staff/parent helpers will be admitted FREE. Directors will receive 6 wristbands to be handed out at their discretion upon arrival. Students’ hands will be stamped on the bus while directors check-in. All other adults must pay for admission at Kirkland Fine Arts Center’s main entrance. Please advise parents who do not receive wristbands that they will be expected to pay admission.

Friday, March 15th (Junior High)

TICKET	PRICE
Students K-12/Senior Citizens	\$7.00
Adults	\$15.00

Saturday, March 16th (High School)

TICKET	PRICE
Students K-12/Senior Citizens	\$12.00
Adults	\$20.00

(2-DAY PASS)

TICKET	PRICE
2-DAY PASS	\$30.00

Homerooms

A homeroom with Elite Energy student hosts will be provided for each performing group. Please use the homeroom as an area to rest, relax, and making lasting memories as you prepare for an amazing performance. Please **DO NOT** bring food items other than bottled water into the homerooms or on the campus. Also, please refrain from tampering or moving any equipment found in the homerooms. The halls and doors will be monitored while groups are away from their homeroom. Homerooms **WILL NOT** be locked!

Kirkland Fine Arts Center Rules

- ❖ NO FOOD OR DRINKS ALLOWED INSIDE THE AUDITORIUM
- ❖ ENTER FROM THE TOP OF THE AUDITORIUM AND EXIT FROM THE BOTTOM (DOORS WILL BE MARKED)
- ❖ DO NOT ENTER OR EXIT THE AUDITORIUM DURING A PERFORMANCE
- ❖ ONLY ONE PERSON SEATED IN A SINGLE SEAT
- ❖ DO NOT BLOCK THE ISLES, ENTRANCES, OR EXITS
- ❖ MILLIKIN UNIVERSITY IS A TOBACCO, ALCOHOL, AND DRUG FREE CAMPUS (*violators will be prosecuted*)

Stage Specs

The Kirkland stage is large enough to accommodate the needs of each performing group. The following items will be provided on stage:

- | | | |
|---|-----------------------------------|--------------------------|
| *6 wireless mics | *hanging vocal mics | *wing space for changing |
| *4 monitors across the front of the stage | *2 monitors for combo | |
| *house piano | *house drum set | *outlets for combo |
| *music stands with lights | *10' from front riser to mic line | |

Competition Rules / Regulations

1. The competition includes the following divisions: Friday, Junior High- ONE DIVISION. Saturday, High School- Unisex (single gender groups), Prep (beginning/up incoming groups), and Mixed (advanced groups).
2. All performers must be students of the same participating school or district.
3. Groups may perform any type of program with no maximum or minimum number of songs required. Music is NOT required for the judges.
4. Pre-recorded accompaniment is NOT permitted for HIGH SCHOOL GROUPS, but IS permitted for JUNIOR HIGH GROUPS.
5. If more than 1 adult plays in the combo, the combo will NOT be eligible for best combo.
6. Directors may be on stage with their group and conduct at their discretion.
7. Each group has 25 MINUTES to setup, perform, and takedown. We will be lenient with the time, but please be respectful of the competition schedule. There will be a 15 POINT PENALTY for excessiveness.
8. The use of pyrotechnics, water, or fog machines (using chemicals) are NOT permitted during performances. Dry ice machines ARE permitted.
9. All directors must sign a damage disclaimer and a copyright/music licensing release upon arrival.
10. Members of your tech crew or parent helpers are NOT allowed to move the house piano. Millikin staging crew will be available to assist.
11. It will be the responsibility of each performing group to return the stage floor to a clean (free of debris) state for the next group.
12. All groups will perform once. There will be NO finals competition round.
13. Performers will enter and exit stage right.
14. *Violation of any stated rule will result in disqualification.*

Video/Photography

NO PERSONAL VIDEOTAPING IS ALLOWED IN THE AUDITORIUM DURING PERFORMANCES. Still photography is permitted, but please NO FLASH and REMAIN SEATED. Videotaping and photography is allowed in the solo room. Rutherford's Photo & Video will provide directors with a digital video file of their group's performance via email.

Judges

**Steven Harris - *Junior High/High School*(Overall)
Kathy Hull - *Junior High/High School* (Overall)
Toney Keeler - *Junior High* (Overall) & *High School* (Caption)
Marty Lindvahl - *High School* (Overall)
Mark Myers - *High School* (Overall)
Jeremey Robinson (Solo Room)
Martez Tidwell (Combo)**

Scoring

The judges' raw scores will be used in determining winners (Solo, Show Choir, & Combo). Scores range from 0.5-10 points. In the event of a tie for overall placement (Show Choir), the highest vocal score will be used to break the tie. All scores and judges' audio comments will be sent to the email address provided by the director.

Awards

JUNIOR HIGH

- ❖ **Grand Champion**
- ❖ **Best Vocals/Choreography**
- ❖ **1st Runner Up**
- ❖ **2nd Runner Up**
- ❖ **3rd Runner Up**
- ❖ **4th Runner Up**
- ❖ **5th Runner Up**
- ❖ **6th Runner Up**
- ❖ **7th Runner Up**
- ❖ **Best Female/Male Soloist in a show- All divisions**
- ❖ **Best Female/Male Performer in a show- All divisions**
- ❖ **Solo Competition Winner- Female/Male**
- ❖ **Premier Choice Award- All divisions**

HIGH SCHOOL

- ❖ **Grand Champion**
- ❖ **1st Place - Unisex, Prep, & Mixed**
- ❖ **Best Vocals/Choreography- Unisex, Prep, & Mixed**
- ❖ **Best Combo- All qualified groups (no more than 1 adult)**
- ❖ **1st Runner Up- Unisex, Prep, & Mixed**
- ❖ **2nd Runner Up- Unisex, Prep, & Mixed**
- ❖ **3rd Runner Up- Mixed**
- ❖ **4th Runner Up- Mixed**
- ❖ **5th Runner Up- Mixed**
- ❖ **Solo Competition Winner- Female/Male**
- ❖ **Duet Competition Winners**
- ❖ **Best Female/Male Soloist in a show- All divisions**
- ❖ **Best Female/Male Performer in a show- All divisions**
- ❖ **Best Costumes- All divisions**
- ❖ **Best Crew-All divisions**
- ❖ **Premier Choice Award- All divisions**

Staging Equipment

- ❖ There will be two places to unload/load equipment:
 1. The backstage loading dock of Kirkland (for groups with large set pieces **ONLY**).
 2. The sidewalk entrance by the circle drive in front of Kirkland.
- ❖ Clothing racks and road cases with costumes must be stored in the homerooms **BEFORE & AFTER** your performance.
- ❖ The band room is used to store instrumental equipment **ONLY!** If your school has one competing group, your equipment must leave this area after your performance.
- ❖ Staging space in Millikin is limited and I ask that we all work together to keep the competition schedule moving.

Dinning

- ❖ **DO NOT** bring outside food or beverages into the homeroom or on campus.
- ❖ To eat in the dining hall, students and spectators **MUST** purchase a meal ticket. Ticket stands will be placed throughout the campus.
MEALS ARE ALL YOU CAN EAT!!!
- ❖ Directors and bus/trailer drivers will receive complimentary meal tickets.
- ❖ The University Commons (the same building as the dining hall) has a bistro that serves **STARBUCKS** products and more! **CASH & CARD TAKEN!**

-MENU-

(Friday, March 15th, 2019)

Lunch: 3:30pm – 8:30pm

\$12.00 ALL YOU CAN EAT – YOU MUST HAVE A FOOD TICKET

Entree: Sweet & sour glazed chicken / macaroni & cheese / roasted baby carrots /
roasted red potato / buttered corn / Quinoa & portobello mushrooms

Grill: Hamburger / hot dogs / grilled chicken / corn dogs / french fries
Soup: chili / chicken noodle

Pizza: Cheese / pepperoni / sausage / garlic bread / bread sticks

Salad Bar: Make your own

Deli Station: Pre-dressed Caesar salad / Italian Pasta salad / Asian slaw / dinner rolls

Dessert: Assorted cakes, cookies, warm cobbler

(Saturday, March 16th, 2019)

Lunch: 10:30am – 4:00pm

\$10.00 ALL YOU CAN EAT – YOU MUST HAVE A FOOD TICKET

Hot Items (these options available from 10:30am-2:00pm)

Entree: Sliced pork chops w/honey bbq sauce / Au gratin potatoes / green beans / steamed
cauliflower /seasoned brown rice /vegetable tofu stir fry

Grill: Hamburgers, Hot Dogs, Grilled Chicken, Corn dogs/French Fries

Soups: Chili / Cream of tomato

Pizza: cheese /pepperoni/sausage/garlic bread/bread sticks

Salad bar: make your own

Deli station: Pre-dressed Caesar salad/Italian pasta salad/Asian slaw/assorted dinner rolls

Desserts: Assorted cakes, cookies, warm cobbler

-MENU-

(Saturday, March 16th, 2019)

Dinner: 4:00pm – 8:30pm

\$12.00 ALL YOU CAN EAT – YOU MUST HAVE A FOOD TICKET

Entree: Roasted turkey w/herb gravy / mashed potato / herb bread dressing / steamed broccoli / glazed carrot coins / Quinoa & peppers

Grill: Hamburgers, Hot Dogs, Grilled Chicken Sandwiches, corn Dogs & French Fries

Soup: Chili / Cream of tomato

Pizza: Cheese / pepperoni / sausage / garlic bread / bread sticks

Salad Bar: make your own

Deli Station: Pre-dressed Caesar Salad / Italian Pasta Salad / Asian Slaw / dinner rolls

Desserts: Assorted cakes, cookies, warm cobbler

SNACK SHACK

(Friday, March 15th - Saturday, March 16th, 2019)

\$1.00 - \$2.00 snack items available in the lobby of the homerooms

*Breakfast Snacks (Saturday 7:00am – 10:00am)

*Chips

*Candy

*Juice

*Sodas/Water