

**AVONDALE HIGH SCHOOL WELCOMES
THE 2017 M.I.F.A. REGIONAL THEATRE FESTIVAL
STUDIO AND MAINSTAGE**

Hello, everyone and welcome. Avondale is very excited to be once again serving as a site host for this very important regional festival that will determine some of the state finalists. Due diligence is in the making to assure that February 10th and 11th run smoothly and that all visitors to our lovely home feel comfortable and enjoy the experience.

With the unique element of a two-day regional, there is a need for a bit of give-and-take and some patience. Avondale gladly accepted the assignment, but then the roster grew a bit (a good problem to have), creating the need for the two-day event.

STUDIO SHOWS will be in festival on Friday, Feb 10th and MAINSTAGE will be in festival on Saturday, February 11th. Seating for the studio shows will be limited as the entire event will be onstage including the audience. We will do awards at the end of both festivals, however advancement information for the Studio Shows will not be finalized until the completion of all festivals on Saturday.

This packet will give you some solid information about the Regional Festival that you've been assigned to. Peruse and don't be afraid to contact us if you have questions at all.

DATES: Friday & Saturday, February 10 & 11, 2017

LOCATION: Avondale High School

2800 Waukegan, Auburn Hills MI 48326

(248) 537-6210 theatre office

(248) 537-6105 school fax

(248) 321-1462 personal cell phone & festival phone during the event

edmond.guay@avondale.k12.mi.us

rachel.pastori@avondaleschools.org – student festival coordinator, Rachel Pastori

www.avondaledrama.com

www.facebook.com/AvondaleTheatreCompany

FESTIVAL SCHEDULES:

FRIDAY, FEB 10 – these times need to be flexible to account for the newness of the event and the fact that school is in session until 222pm.

1230pm --	Building opens for load ins and arrivals: NB: only the Perf Arts Center will be accessible until school is dismissed at 222pm. No homerooms until then.
2pm --	Registration opens – APAC lobby and box office
230pm --	Coaches and Judges Meeting/Tech Review – Band Room and Theatre
245pm --	Opening assembly – all schools – theatre
315pm --	Avondale performs (spike at 3pm)
430pm --	Armada performs (spike at 415pm)
515-545pm	Food break – (please see food info later in packet)
6pm --	Notre Dame Prep performs (spike at 545pm)
715pm --	University Prep performs (spike at 7pm)
830pm --	Awards/Closing meeting

SATURDAY, FEB 11

7:00am --	Building opens/Load-ins begin
8am --	Registration opens – APAC lobby and box office
9am --	Directors’/Coaches’ meeting and Technical Review for lighting/stage managers
915am --	Opening General Assembly
10am --	Novi performs – (spike at 935am)
1120am --	West Bloomfield performs (spike at 1055am)
1205pm	Lunch
115pm --	Avondale performs (spike at 1250pm)
235pm –	Stevenson performs (spike at 210pm)
355pm--	Anchor Bay performs (spike at 330pm)
530pm--	Awards and closing assembly

STAGE INFORMATION: please refer to the tech specs at www.themifa.org for further details

- **Full Stage dimensions:** 56’ wide (at proscenium arch) x 38’ (from stage edge to acoustic shell wall); we trim the stage to 16-18’ tall (more details on this later).
- **Performance Area:**
 - For Black Box: 25’ wide, 20’ deep – entire festival including audience is onstage set up on bleachers in $\frac{3}{4}$ thrust. Upstage performance area line begins 3’ DS of upstage traveler
 - For Mainstage: 36’ wide, 24’ deep – performance area begins 2’ DS of grande drape; but is ample room DS of the areas 1-9. The first set of dead-hung legs (adjacent to the grande drape) will trim the stage at 45’ wide. The rest of the legs are adjustable (more info below)
- **Lighting:** Full lighting controls are located in the light booth on the second floor of the auditorium at the rear of the house. Each pool of light described below is controllable by an individual submaster. Additional submasters will control the work lights, house lights, cyc lights, etc. In addition, a simpler version of the lighting plots will be pre-programmed on the Stage Managers panel located in the stage right wing. Student techs will receive more information during a site visit or the pre-festival Tech Review meeting.
 - **For Studio Shows:** Six lighting areas of approximately equal size; each area is lit with 2 ETC Source Four ellipsoidals from the front and one ETC Source Four Parnel from overhead. No instruments are gelled, but ellipsoidals have frost.
 - **For Mainstage:** Nine pools; 2 instruments (ETC Source 4 Ellipsoidals) from the front, one (ETC Parnel) from overhead.
 - **For both studio and mainstage: SPECIAL AVAILABILITY – We are making our cyc lighting available for all participants on three separate channels – red, blue, and green.** An AHS lighting tech will be close at all times. All areas are relatively even in size and are focused to light evenly to a height of eight (7) feet (or so).
 - **Follow spots:** two (2) – Comets. They will be located in the house left and house right “light bays” on level with the control room. They cannot be moved if you only need one. These follow spots have a variety of gels pre-loaded. If you wish to use your own follow spot, please note that it must be in place prior to the start of the festival, unless prior arrangements have been made.
- **Pit:** The pit will be open and set at house level. You will need to visit the site if you have questions about size, etc. If you need anything in the pit, please let me know – we won’t haul a piano down there unless you request it. The pit is an excellent location from which to operate sound and auxiliary lighting. Access to the pit is from the house. Depth is 40” below stage level.
- **Sound system:**
 - **For the studio shows:** no sound system will be made available. Any school needing amplification for effects, music, etc, will need to supply its own system.
 - **For the mainstage:** we will have three PCC mics placed on the lip of the stage which are available for all schools to use through our house sound system. This will also provide amplification for the house and sound for the wings, lobby, and other areas of the APAC for monitoring purposes. Anyone wishing to employ the PCCs is welcome to do so; however each school’s own sound personnel is responsible for running the mix, with support from Avondale technicians. No other sound equipment will be available. Even Avondale will be using a portable sound system for its music and effects.

- **Communications:** hard-wire Clear-Com system which will connect stage left, stage right, pit, house center, control room (two headsets), and follow spot light bays left and right. Each head set has a 25' cord. If you need additional locations, let us know. We have many more and can layout as many as you need. But we need to know this ahead of time.
- **Cyclorama:** is available, but will be flown in by AHS personnel only. You can choose to have it placed any time during your spike or performance. We just need to know.
- **Curtains:** The Grande Drape, Mid-stage traveler and Rear Traveler will **all fly on cue** and will be run by AHS personnel during your spike, your show, and post-show movements. If you wish to draw them open or closed during your show, that is fine. They draw from stage right. Check the tech specs for details on legs and other curtain trimming. The stage has four sets of adjustable legs (two between grande and mid, and two between mid and US traveler). All will be flown out between shows to expedite shifting and can be flown in or out at any time during the spike or run of your show, by AHS personnel only. They can also adjust to a wide variety of widths at your request. **NB for studio shows:** due to the unique set up, the only curtain available for manipulation will be the upstage traveler. Cyc is available for use as well. Legs 3 and 4 can be used as trim
- **Additional power:** We will activate (park open) six floor pockets (on the DS proscenium L and R, offstage mid R and L, and upstage R and L) which will be tied into the lighting controls for the sole purpose of supplying more juice backstage for additional lighting or effects requirements. Our system is stage pin, so if your system needs adapters please bring them – we have some, but I don't want to take the responsibility of not having something you need. We also have numerous standard Edison power outlets all over the stage on a variety of circuits – blowing a circuit will be tough – but it might mean your equipment is faulty.
- **Piano:** Will be made available only by request – and preferably far in advance. We can have one in the pit, backstage, or wherever you need it – just let us know. I suppose I can beg our choir director to have the Clavinova placed in the pit if necessary – he's a pretty nice guy.

THEATRE SEATING:

- **For the mainstage:** seating will be the normal proscenium set up with adjudicators sitting mid-house at tables behind row L (there is no row I). Luckily all of our mainstage participants have been at Avondale at least once, so the directors are familiar with the setup
- **For the studio shows:** the audience will be located onstage on bleachers in a ¾ thrust set up with one judge sitting in the front of each audience section (so two judges will see the show from a slightly side angle). The front row of each audience section will be approx. 3-4 feet from the performance area. The front bleachers (there are two) are 15 wide and 7 ½' deep with four rows. Each side bleacher is one row shorter, still 15' wide but only 5 ½' deep. We will set up additional straight-back chairs in the small areas between the bleachers if need be. If we fill every square inch of bleachers with audience butt, we can fit between 100-130 people in this set up. Standing room may be available. No matter what happens, seating for the studio shows will be limited.

HOMEROOMS: Each school gets a homeroom located very close to the auditorium complex. These rooms are of course used for the daily education of AHS students, so we ask your immense cooperation in keeping them clean. We request no major food items in the rooms themselves; this includes the ever-tempting crunchy snack. Water is OK, but all the rooms are carpeted. Makeup should be applied here, but please be conscious of clean up. A café area will be available for all meals and the like (more info on food below). Each school will also have access to one of the dressing rooms, complete with makeup mirrors, lights, water and bathroom during the warmup time. **NB:** the studio show participants **will not have access** to homerooms until school is dismissed at 222pm. Our theatre company will make the full array of dressing rooms available before homerooms come on line.

ON SITE FOOD: For both festivals, our amazing Drama Boosters will run a continuous “snack bar café” in the theatre lobby/homeroom area throughout the festival featuring light munchie-type fare, healthy choices and drinks. Our boosters will also have a large array of lunch/dinner items available in the cafeteria/commons during the extended meal breaks. And we certainly hope that you will patronize the boosters as this is the only means of offsetting much of the expense of running the festival. Menus are forthcoming. While the formal dinner break is 515-545 for the studio shows on Friday and the lunch window is from 11am-130pm for the mainstage on Saturday, the boosters will make meals available at an alternate times if need be. As a side note, the boosters asked me to emphasize this aspect of the process. Over the past couple of years, they have based

their food purchases on the numbers forwarded to us from the directors, but then some schools have brought substantial food items with them, thus creating a financial loss.

SCENE SHOP/SET STORAGE:

- **For Studio Shows:** Avondale will provide the required (per MIFA *Speech Activities*) common set pieces of six blox painted black (all 18" x 18" x 18" – sturdy and carpeted on the bottom), a table and four chairs. Any additional set pieces, props, etc, must be placed in a 5' x 5' square storage area with an imaginary 6' high limit which will be located in the wings. The studio show category was conceived to simplify the technical needs of a school to participate. There is no limit to what a school can use; however, everything the school wishes to use **MUST** fit into the storage area backstage. Schools are given only 15 minutes to set up and spike their show prior to the timing. Those 15 minutes begin from the moment materials are removed from the storage area. Please consult *Speech Activities* for guidelines and requirements. **NB:** If shows run below the 45 minute framework, the festival would like to use the additional time to get any delays back on track. However, no show will perform before its scheduled time, and no school will lose any set up or critique time.
- **For Mainstage:** If schedules permit, all schools will be loaded into the scene shop before the festival actually begins so that we can have as few traffic issues as possible during the festival. All storage areas will be 10x15', and all of some sort of wall access to lean things upon. The only change is that the first performing school will unload to a 10x15 box backstage left with no wall access. We request that all schools adhere to a 15-20 minute load in and load out schedule so that as many students can see as many schools as possible, even if you are arriving the night before. Please note that the ten minutes between the end of one show and the start of the spike of the next is **SHARED** time between the striking and the in-coming show, and that space sharing will be vital to a confident flow of the festival overall. Safety first at all times, but we will have more than enough personnel backstage to assist in making quick work of these transition times.

REHEARSAL ROOM: The ATC Black Box will serve as the warm up room for all schools (see the school layout) and will be open for that school one hour prior to spike time, this includes the Friday shows. The school in the black box also gets Dressing Room C during that time period. The room has a floor identical in style to the stage. The room also has a wall of mirrors and will have a piano available (although the likelihood of it being tuned is small).

VISITING/EARLY LOAD IN: If you would like to come down and check the place out, please do not be hesitant to call us any time. As the festival approaches, we usually live in the facility, so someone will be here at all times, but please call. Also, we will be onsite Thursday, Feb 9th until late for final festival preparation. The only drawback this year is that mainstage shows probably won't be able to load in on Friday night since the studio shows are doing their festival...and my students have to convert the stage when that's completed.

JUDGES: I have confirmation from all judges. Our panels are:

- **For studio:**
 - Judy Lewis, theatre director and teacher at Lamphere High School. This will be Judy's first time adjudicating, but she's very familiar with the festival.
 - Amy West, theatre/speech teacher at Allen Park HS. Amy has mega-extensive experience with the festival both as participant (when at WBloomfield) and as a judge. She's very excited to be a part of this new studio show process.
 - Roberta Campion, retired theatre teacher (Bloomfield Schools) and present day director at Marian HS, along with uncountable community theatre productions and youth mentor programs; Roberta has judged several times in the past.
- **For Mainstage:**
 - Judy Lewis, see info above...but now she'll be an experienced Regional judge!!
 - Margaret Edwartowski, local actress and director, WSU grad in theatre, founding member of Detroit's Second City and Planet Ant Theatre, and present improvisation and acting teacher for various Detroit Public Schools through the Michigan YMCA. Margaret judged last year.
 - Dennis North, theatre director and department chair at Oakland Community College; Dennis adjudicated last year's state finals.

Mrs. Deanna Johnson, Avondale MS drama director and computer whiz, will once again be serving on both days as judge corraler and tab coordinator. She's a total Jedi when it comes to the ballot, computation, awards organization, and communication to the main office. And we always deeply thank her for her work.

In addition to the front-of-house judges, I will have Nicholas Matejzel serve as an informal backstage overseer. He will NOT be an official judge. Nick is a graduate of the ATC (five years ago), studying secondary education, and present adult mentor in our program. His role will be to facilitate and oversee movements in the scene shop and backstage on both days. He may offer some recommendations for student recognition, but none of his comments will be applied to any formal critique process during either day; just another chance for the students to get feedback about their in-the-wings preparation and execution. As a note, Nick will not be allowed to comment or offer recognition for either of Avondale's productions.

THINGS TO BRING WITH YOU: According to Speech Activities, there is a myriad of "things" you must provide when you get here. I have listed them here – and if you need clarification, please call me.

- *Judge Information Form* – four (4) completed copies (listing all the student contributions in the show)
- *Judge Programs* – optional and completely voluntary – but please remember that anything given to the judges needs to be given to the entire festival as well. I have no idea how many people to anticipate for either festival, so numbers of programs is at your discretion.
- *"Open Flame" permission* – if you are using anything in your show that requires any type of open flame, or you are using anything that might be of a sensitive nature (who doesn't), please submit your info in writing so we can have a copy of it on file in case anyone questions anything.
- *Special Pre-Show announcement* – this in case anything content or production focused that the audience may need to be informed of (content, language, strobe, fog, etc)

PEANUT ALLERGIES: In the past Avondale has been a NO NUTS environment, **but that is no longer the case.** Yay for peanut butter!!!

Call us any time with questions. 248-321-1462 (my cell). Edmond.guay@avondale.k12.mi.us

EDMOND GUAY
Director

RACHEL PASTORI
Student Festival Coordinator