

# TCGC Color Guard Procedures



## FORWARD

*THE POLICIES & PROCEDURES OUTLINED IN THIS DOCUMENT REFLECT THE MOST CURRENT PRACTICES OF THE TEXAS COLOR GUARD CIRCUIT. THE EXECUTIVE BOARD AND CONTEST ADMINISTRATION WILL EXERCISE DISCRETION WHEN IMPLEMENTING THESE POLICIES, AS EVERY SITUATION IS DIFFERENT.*

## SECTION 1: TASK FORCE

### A. Color Guard

#### Purpose

- Provide active leadership in the direction of the Texas Color Guard Circuit as it relates to the competitive aspects of the circuit and serve as a focal point for guidance and direction.
- Continually enhance and promote the Color Guard activity.

#### Responsibilities

- Report to the Executive Board
- Philosophy & Scoring System
- Provide rules & legal rulings as it relates to questions in the Policy and Procedure document
- Serve as “promotion/review” committee
- Education
- Act as a resource on developing ongoing instructor education
- Provide skill and expertise for Instructor Symposium

#### Judging Feedback & Evaluation

- Work with the Texas Color Guard Judge’s Association as it relates to the fulfillment of the competitive philosophy of the circuit.
- Review and recommend list of adjudicators based on recommendations from the Chief Judge.

#### Membership

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- Eight members, Six Instructor selected to a two-year term by the membership at the spring meeting, with overlapping terms so that only three new members are elected each year. There must be at least one East and one West Representative on the task force. The Executive Board will name a Chairperson for the Task Force out of the individuals elected by the membership. In the event a member of the Task Force is unable to fulfill their term, the executive board may appoint an interim Task Force member until the next scheduled spring meeting.
- Chief Judge (1) who has full voting rights, while the other Judge Administrators, if they participate, are non-voting.
- Color Guard Vice President (1) ex-officio, non-voting.
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## SECTION 2: CLASSIFICATION CRITERIA

The TCGC has twelve (12) operating color guard classifications and eight (8) operating percussion classifications. Age limits for all independent percussion and color guard units will align with the standards set by and printed in the WGI rulebooks regarding Eligibility in Article 1.1. The classifications are as follows:

*The following unit classification descriptions are merely that; descriptions of what units in that class will typically be attempting and achieving. These descriptions are in no way meant to limit or restrict creativity of the designer or achievement of the performer. Instead they are meant to serve as general guidelines for the instructor when making the decision as to what classification to place his/her unit during the contest season. It is expected that there will be some overlap of classes in terms of what is being attempted and what is being achieved. Often units at the top of one class will demonstrate some qualities on the next class. However if a unit is demonstrating a majority of the criteria for a particular class, then they should be competing in that class. Directors and designers should pay close attention to the criteria when creating the program and classifying the unit.*

## COLOR GUARD CLASSIFICATIONS

### CADET

This class is for any unit in which every member is an 8th grader or younger. This class will be judged using the WGI “Regional A Class” criteria.

### NOVICE

- a. All members may or may not attend the same school or feeder school.

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- b. This class will be judged using the WGI “Regional A Class” criteria.
- c. This class is for a unit which is not ready for the demands of Independent or Scholastic A, Open or World Class.
- d. A unit may compete a maximum of two years in this classification.
- e. A unit can petition the Review committee for permission to remain in the class after the two-year period.
- f. Equipment and movement will focus on the training and achievement of the most SIMPLE BEGINNING SKILLS.
  - i. Recognize which principles are essential at a beginning level and train for the excellent demonstration of these skills.
  - ii. The purpose of this class is to help the performers grow in the very elementary principles and efforts in handling equipment and movement.
  - iii. Many may use props, small swing flags or other pieces of equipment, which can be handled through full arm rotation.
  - iv. Always support proper training and development on whatever piece of equipment or movement choice the unit displays.
- g. In the Ensemble Analysis caption compositional qualities should include logic and presentation with good connections and flow from one single idea to the next.
  - i. Obvious melodic line reflections will be the choice for most groups in reflecting musical structure.
  - ii. Focus on the correctness of the basics of composition.
  - iii. At pulse, in-step and consistent step offs and builds to new sets will be the priorities.
- h. In General Effect, design and performance skills will be at a beginning level.
  - i. As beginners, single efforts and simple responsibilities will occur.
  - ii. The concept of layered skills will probably not exist.
  - iii. Shows will likely “set, move and spin”, presenting one skill at a time.
  - iv. Effect will be generated largely through precision and timing.
  - v. Achievement of simple beginning skills is the main focus of this class.

## SCHOLASTIC REGIONAL A

- a. All members attend the same school or feeder school.
- b. This class will be judged using the WGI “Regional A Class” criteria.
- c. This class is for a competitive Regional A unit, which is not ready for the demands of the A Class sheet.
- d. Equipment and movement will focus on the training and achievement of the basic skills.

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- i. Tosses use a limited variety of release and catch points and typically take place from a stationary position.
  - ii. Weapons will usually toss no higher than a triple.
  - iii. Dimensionality is limited and phrases are often very short (16 to 24 counts) with much built in recovery time.
  - iv. Movement is mostly demonstrated by moving from place to place with a good range of gestural qualities being demonstrated.
  - v. There is usage of simple turns and leaps and performers occasionally explore level changes around the body.
  - vi. Performers should demonstrate good examples of body awareness (posture, line, shape, weight) with very little change in dynamic qualities.
- e. Ensemble Analysis will display a beginning level of artistic effort that focuses on clear staging of the elements, logical progression of ideas (horizontal orchestration) and the basic use of the design elements.
- i. The triad is never completely used with elements most often being presented singularly and occasionally presented two at a time.
- f. In General Effect, the concept and intent should be clear, consistent and moderately developed.
- i. Ideas should move successfully from one to another and the intent of the concept is not totally dependent on the role of the performers.
  - ii. Performer role, character and emotional development is evident but at a basic level with minimal changes.

## SCHOLASTIC JV

- a. All Members attend the same school or feeder school.
- b. This class will be judged using the WGI "Regional A Class" criteria.
- c. Only secondary or "JV" high school units are eligible to compete in this class.
  - i. To be considered a secondary unit, there must be a TCGC member unit competing in a higher classification.
- d. This class is for a moderately competitive scholastic unit, which is not ready for the demands of Open or World Class.
- e. Members and staff of these units have a complete understanding of the basic principles of performance and design.
- f. These units also occasionally may explore more intermediate concepts that encourage performers and designers to broaden their skills.
- g. There is moderate rehearsal opportunity and funding to develop this level of competitive program.

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- h. Units may register for national level WGI events during the competitive season as a means to explore.

## SCHOLASTIC A

- a. All Members attend the same school or feeder school.
- b. This class will be judged using the WGI "A Class" criteria and will be encouraged to maximize the achievement of this criterion.
- c. This class is for a moderately competitive scholastic unit, which is not ready for the demands of Scholastic National A, Open or World Class.
- d. Members and staff of these units have a moderate understanding of the basic principles of performance and design.
- e. These units also occasionally may explore more intermediate concepts that encourage performers and designers to broaden their skills.
- f. There is moderate rehearsal opportunity and funding to develop this level of competitive program.
- g. This class may compete at WGI events, however achieving semi-finals or finals will be an automatic promotion to the Scholastic National A class.

## Scholastic National A

- a. All Members attend the same school or feeder school.
- b. This class will be judged using the WGI "A Class" criteria and will be encouraged to maximize the achievement of this criterion.
- c. This class is for a moderately competitive scholastic unit, which is not ready for the demands of Open or World Class.
- d. This class is for units who compete at the national level, elect to compete against more advanced guards on the A sheet. Units who reach semifinals or finals on the A class sheet at a WGI event in the current year must compete in this class or higher.
- e. Members and staff of these units have a complete understanding of the basic principles of performance and design.
- f. These units also occasionally may explore more intermediate concepts that encourage performers and designers to broaden their skills.
- g. There is moderate rehearsal opportunity and funding to develop this level of competitive program.

## SCHOLASTIC OPEN

- a. All members attend the same school or feeder school.
- b. This class will be judged using the WGI "Open Class" criteria.

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- c. This class is for a highly competitive unit, which is too advanced to find any competition in the Scholastic A classes, but is not ready for the demands of Scholastic World Class.
- d. Guards in this area have a greater experience level.
- e. Both staff and performers have the talent to grow beyond the basics, exploring a higher level of design and performance techniques.
- f. There is sufficient rehearsal opportunity and funding to develop this level of competitive program to benefit the students and broaden their performance skills.

## SCHOLASTIC WORLD

- a. All members attend the same school or feeder school.
- b. This class will be judged using the WGI "World Class" criteria.
- c. This class is for the most highly developed high school programs.
- d. The designation World Class indicates the unit is competitive on the national level.
- e. This is the most advanced level of scholastic competition for guards with the student talent, design, staff, rehearsal time and budget capabilities to produce challenging and creative programs.
- f. Students here will be challenged to expand their technical and performance base to achieve their fullest potential within programs that utilize advanced concepts of design.
- g. Units must compete in at least one WGI event per season in this classification to attend circuit championships in this classification.

## INDEPENDENT REGIONAL A

- a. Every member must not attend the same school.
- b. This class will be judged using the WGI "Regional A Class" criteria.
- c. This class is for a competitive Regional A unit which is not ready for the demands of the A Class sheet.
- d. Equipment and movement will focus on the training and achievement of the basic skills.
  - i. Tosses use a limited variety of release and catch points and typically take place from a stationary position.
  - ii. Weapons will usually toss no higher than a triple.
  - iii. Dimensionality is limited and phrases are often very short (16 to 24 counts) with much built in recovery time.
- e. Movement is mostly demonstrated by moving from place to place with a good range of gestural qualities being demonstrated.

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- f. There is usage of simple turns and leaps and performers occasionally explore level changes around the body.
  - i. Performers should demonstrate good examples of body awareness (posture, line, shape, weight) with very little change in dynamic qualities.
- g. Ensemble Analysis will display a beginning level of artistic effort that focuses on clear staging of the elements, logical progression of ideas (horizontal orchestration) and the basic use of the design elements.
  - i. The triad is never completely used with elements most often being presented singularly and occasionally presented two at a time.
- h. In General Effect, the concept and intent should be clear, consistent and moderately developed.
  - i. Ideas should move successfully from one to another and the intent of the concept is not totally dependent on the role of the performers.
  - ii. Performer role, character and emotional development is evident but at a basic level with minimal changes.

## INDEPENDENT A

- a. Every member does not attend the same school.
- b. This class will be judged using the WGI “A Class” criteria.
- c. This class is for a competitive independent unit, which is not ready for the demands of Open or World Class.
- d. Guards in this class are at a level where their members may be young or less experienced in their equipment and movement skills.
- e. In this category, guards will be encouraged to demonstrate skills in movement and equipment handling on both flag and weapon(s).
- f. Designers should present imaginative shows with sound and logical designs setting achievable standards for their performers.

## INDEPENDENT OPEN

- a. Every member does not attend the same school.
- b. This class will be judged using the WGI “Open Class” criteria.
- c. This class is for a highly competitive unit, which is too advanced to find competition in Class A, but is not ready for the demands of World Class.
- d. Guards in this area have a greater experience level.
- e. Guards will be challenged to broaden their design and performance skills.
- f. Designers and instructors will be challenged to expand their programming, creative and instructional techniques.

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## INDEPENDENT WORLD

- a. Every member does not attend the same school.
- b. This class will be judged using the WGI “World Class” criteria.
- c. There is no age limit to this classification.
- d. This class is for the most highly developed independent programs.
- e. The designation World Class indicates the unit is competitive on the national level.
- f. This is an area where innovation and setting standards is the goal.
- g. This category is open to a guard with the membership talent, design and instructional staff and budget to place their performers at this challenging level to stimulate their growth and development through World class competition.
- h. Units must compete in at least one WGI event per season in this classification to attend circuit championships in this classification.

## **SECTION 3: RECLASSIFICATION; COLOR GUARDS**

The purpose of the TCGC reclassification process is to ensure units with the same defined characteristics, as described in the TCGC Class Descriptors, are identified as competitors within the same classification. A classification committee has been appointed by the President TCGC, and includes the VP of Adjudication, the VP of Color Guard, a representative of each of the classifications, and the Chief Judge of the TCGCJA. The process for determine reclassification is as follows:

1. A unit is considered submitted for reclassification if:
  - a. The total gross score is 15% higher than the next highest score in the class,  
or
  - b. The task force will set a score range at the beginning of each competitive week. The task force will then share the score range with the general membership. Those units who fall outside of the range (above or below) will be sent to the review committee to be reviewed as competing out of class.
2. The contest Head Judge meets with the contest director at the end of the contest to determine if any unit meets the criteria as described in #1. The contest director forwards the names of any units up for review to the Vice President of Color Guards.
3. The Vice President of Color Guards sets up a conference call for the Monday evening following the contest to review units and render a decision to reclassify or not to reclassify. At the end of the call, the Vice President of Color Guards notifies the director of all reclassified units. (There is no need to contact units who have



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been discussed but whose classification is unchanged.) Movement up in class is mandatory; movement down in class is strongly encouraged, but not imperative.

4. The unit director may submit a written appeal and a video of the unit's performance to the Chief Judge, which must be received by 12:00pm Tuesday following the decision.
5. The Chief Judge, in consultation with one other judge from the show, will render a decision within 24 hours. This decision cannot be appealed.
6. Units that have been considered for reclassification but for which no action was taken may still be reviewed in subsequent weeks.
7. The deadline for all TCGC reclassifications is the first contest weekend in March.

## **PROMOTION PROCESS FOR COLOR GUARDS**

The review committee will convene at the conclusion of the TCGC season to determine if any units are ready for promotion to the next class. In addition, the review committee will automatically promote any unit medaling for three consecutive seasons. Each promoted unit will receive written notification by the the spring meeting before opening of registration for the following season. If championships is held in rounds, the top three scores, regardless of rounds, will be used. This post-season promotion process does not apply to a promotion from Open to World classification.

## **SECTION 4: COMPETITION STRUCTURE**

The Circuit will sponsor a yearly calendar of competitions, established by the Board at its fall meeting. Shows with fewer than twenty-five (25) color guards and/or six (6) marching percussion units signed up four (4) weeks before the date of the contest may be cancelled in part or in whole at the discretion of the Executive Board or at the request of the contest host. Units signed up for a cancelled show will be allowed to enter into any contest in the same regional area. All contest host fees will be returned to the host of a cancelled contest.

- A. As the TCGC follows all UIL eligibility rules, a roster listing all eligible performing members in a unit must be turned in by each competing guard at their first performance of the season. This roster must be signed by the Principal (Scholastic Units) or the guard director (Non-Scholastic Units) and must be updated as unit membership or eligibility changes.

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- B. As per the WGI competition structure policies, the following requirements must be met in order to certify color guards and/or percussion ensembles with members from different schools within a district:
1. Any color guard or percussion ensemble that combines students from multiple schools within their district must compete under the name of a single school. Combined units or ensembles may not combine school names or use any other name. For example if Mountain East HS and Mountain West HS combine, they must choose one of those names as the official name. They would not be allowed to compete under The Mountain High Schools for example, as it does not legally exist.
  2. The principals of all schools involved must sign off on the roster of performers. This roster must be notarized. If a school does not have a notary on campus, it is the responsibility of the director to make those arrangements.
  3. A copy of the school district policy that allows sharing of resources within the district must be provided to the satisfaction of WGI.
  4. If these requirements are not met, the unit in question must compete as an independent group or limit the membership to only students attending the school which is registering for competition.
- C. To qualify for Circuit Championships, every unit must compete by a date designated by the appropriate division.
- D. All color guard and percussion units must compete at a minimum of two contests in order to qualify to compete at the Circuit Championships. The evaluation of a field day performance does not count as one of these shows. Scores earned by attending any certified WGI regional will count as one performance score.
- E. Performance order at regular season shows for all units will be: By postmark date of unit's membership application fee through the weekend of compete-by. For units in the same classification that have the same postmark date, order will be determined by random draw. All guard classes with 13 or more entries will be split into rounds with a maximum of 12 units per round. For all remaining shows, units will perform in random draw order. Classifications using rounds will use a seeding process to facilitate an equity in each round and then randomized using the averages from two weeks prior. The draw for performance order will be done by January 1st. Draws will be done electronically. Unit reclassification due to promotion will be considered a lateral slide into the next class, i.e., if a unit's draw is fifth, they will maintain their relative draw position in the new class.

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1. Tentative schedules for regular season contests will be released 2 weeks prior to each event.
  - i. With the exception of the postmark requirement for early season contests, all shows will be scheduled the same way as before.
  - ii. If we have pull-outs within the 2 week window, we will make small adjustments to the schedule, however we will not re-randomize or re-seed rounds.
  - iii. For example,
    1. Order in a round might be, Guard A, Guard B, Guard C, Guard D
    2. Guard B pulls out day before contest
    3. Order becomes Guard A, Guard C, Guard D
    4. No changes to the rounds are made
  - iv. Schedules will be finalized by Wednesday the week of the contest.
- F. No guard member shall compete in more than one color guard in the same show.
- G. For all shows, the Circuit will provide: All Judges sheets for the show; all judges digital voice recorders as well as media and devices to copy and record comments; tape for marking stands; all mailings, information, maps and sound system; Trophies for all scholastic and independent units at regular season shows and championships; and a floor of a minimum of 60' x 90". Medals will be provided to both scholastic and independent units at Circuit Championships. Competing independent and scholastic color guard world class units will not receive placements or announced scores at any local TCGC shows, not including circuit championships, in which they will be randomly seeded. In lieu of that, world class unit directors/staff will be given time with the adjudicators from that contest, to promote the adjudicator education at the local level.
- H. A unit with two or more complaints filed against them shall come before the Executive Board for disciplinary action.
- I. A contest host may secure a bond of \$50.00 from each unit that wishes to have a private classroom issued to them. This bond will be returned to the unit at the conclusion of the show provided no damage has been done to the facilities that were used by the unit. This service may be provided at the discretion of the show sponsor.
- J. A unit may not do an audible sound check while another unit is setting up.
- K. There is a two-week cancellation deadline for all competitions. Units canceling less than two weeks before a contest will be assessed a fee based on the schedule below. This fee must be paid in full before the unit will be allowed to

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compete at their next scheduled contest, or if at the end of the season, this fee must be paid in full before that unit will be allowed to register for the next contest season. The circuit will then disburse the appropriate amounts to show sponsors. The contest director must be contacted directly in order for a unit to cancel at any time. Unforeseen circumstances (such as bad weather, vehicle or equipment problems) will be reviewed by the Executive Board for possible waivers of the policy.

Less than two weeks	\$100.00	All fees paid to TCGC
No Show	\$200.00	

- L. Total amount will be paid to TCGC. TCGC will credit/reimburse the show sponsor at the conclusion of the contest when settling all financial aspects with the Contest Directors.
- M. A director may purchase additional director badges to be bought at the time fees are paid for an amount set by the Executive Board. The total number of director badges issued to the unit should be equivalent to the total number of director wristbands received for circuit championships.
- N. The TCGC has exclusive rights of its logo and name on all souvenir and promotional items.

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O. TCGC will use the following time allowances at all shows:

Guard Class	MAX PERF. TIME	MIN PERF. TIME	INTERVAL TIME	MIN EQUIP. TIME
World	7 ½ min.	4 min. min.	10 min,	3 ½
Open	6 ½ min.	4 min. min.	9 min.	3 ½
SA,SNA	5 ½ min.	4 min. min.	8 min.	3 ½
SJV,Regional A	4 ½ min.	3 min. min.	7 min.	3
Novice	4 min.	3 min. min.	7 min.	3
Cadet	3 ½ min.	2 ½ min. min.	6 min.	2

- P. The circuit sound system will not utilize speed adjustment at any contest. Any speed adjustments should be done by the units during music editing, prior to soundcheck and performance.
- Q. The speed, pitch and volume level may be set by units during sound check. However, the volume may be adjusted during a unit's performance at the discretion of the Head Judge or Contest Director.
- R. Timing and Penalties will be enforced at all TCGC contests, as per WGI Classes. Non-WGI classes will use TCGC Guidelines.
- S. TCGC discourages independent color guards from utilizing membership composed of any high school students who were previously enrolled in an active

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winter guard high school program and have not yet graduated. TCGC also discourages independent color guards from utilizing membership who have outstanding monies owed to a previous unit.

- T. Color Guard Critiques will be offered at a minimum of two shows throughout the competitive season, one on or near the beginning of February, and one on or near the beginning of March.
  - 1. Dates and locations will be determined by TCGC Judge's Coordinator. Critique is optional for units.
  - 2. Critique schedule will be posted when contests schedules are approved. A list will be made available of which shows will offer critique prior to the show's sign up.
  - 3. Units must sign up for critique before the critique date.
  - 4. Units who sign up for critique but then decide not to attend must notify the contest director before critique.
- U. Whenever possible, TCGC will designate the first five feet of bleachers as the safety zone on the back side stands only to allow all percussion ensembles additional performance space all the way to the back side bleachers without penalty. This information should be included in the diagram (gym layout) of each contest and be made available to all competing percussion ensembles. While the competition area will be increased whenever possible, all percussion ensembles must be prepared to perform within a minimum sixty by ninety foot (60'x90') competition area.

## Section 5. Policy and Procedure Document

- A. The Executive Board will maintain and keep current the Policy and Procedure Document (P&P).
- B. Only "clerical" issues can be adjusted in the P&P without a vote. This includes proposals that were passed but not included in revision, grammatical errors, or formatting errors.
- C. Any adjustments will be reported at the end of the document each year.
- D. The P&P can be changed through the Proposal Process.
  - a. Any member in good standing can submit a proposal.
  - b. A proposal must be co-sponsored by any one (1) member.
  - c. Proposals will be presented and voted at the Spring Meeting unless tabled.