

# **2020 RMPA Member Handbook**

*Revised 11/10/2019*



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## **HISTORY & PHILOSOPHY**

The purpose of the Rocky Mountain Percussion Association is to promote the growth of the percussive arts through competition, performance, and educational activities; and to encourage goodwill, good sportsmanship, and camaraderie throughout the association.

1993 – Percussion Ensembles across Colorado get together to perform for each other

1994 – Ralph Hardimon, Joe Bartko, Steve Yates, and Charles Craig form RMPA

Since 1993 the Rocky Mountain Percussion Association has provided competition and training for more than 15,000 students, has become one of the premier percussion organizations of its kind in the country, and has served as a national model by which other organizations are administered and managed. This Association is a cooperative effort among the community of Ensemble Directors, Staff, and Volunteers, to increase student motivation and advance percussion performance opportunities.

## **ETIQUETTE**

### **COMMUNITY**

This activity thrives on teamwork, sportsmanship, and general good will toward all. Directors/instructors, students, parents, and RMPA staff/judges are all responsible for maintaining the highest level of courtesy and respect toward everyone involved.

We encourage directors to communicate and problem solve solutions before finding the RMPA Contest Administrator. Please send only the director/instructors of the ensemble (no parent or other liaisons) to find the RMPA Contest Administrator. For host-specific issues, report to Hospitality or Check-In locations for assistance.

### **JUDGES**

We pride ourselves on the professional level of our adjudication panels here at RMPA. Judges are the top professionals in our community who have valuable experience and knowledge to help every ensemble grow and develop. RMPA expects all directors and instructors to maintain the highest level of tact and respect towards our judges throughout each and every critique session.



ANY UNDESIRABLE BEHAVIOR MAY SUSPEND THE ENSEMBLE AND THE INDIVIDUAL(S) RESPONSIBLE FROM CURRENT AND FUTURE CRITIQUE SESSIONS.

## SOCIAL MEDIA

RMPA encourages a supportive environment through all media outlets. Social Media has become integrated into all aspects of our activity and we expect the community to use these outlets as tools for collaboration, communication, networking, and education. We ask that all RMPA members, staff, and instructors use social media outlets with the same etiquette that they would in person. Please communicate with the Board of Directors with any concerns and issues you may have.

## **REGISTRATION, FEES, AND REFUNDS**

Registration is paperless. All applications and forms of payment are solely online in our online store at RMPA.org. All Payment will require either a credit card (Visa, MasterCard, American Express, or Discover Card) or electronic check.

## MEMBERSHIP FEES

### 1. NOVICE CLASS MEMBERSHIP: **FREE**

*Includes:*

*2020 RMPA Membership*

*Admission to the Evaluation Clinic (1:1 Judge Critique)*

*Admission to RMPA Day of Percussion (instructors & students only)*

*Admission to RMPA Championships Finals (instructors & students only)*

*Exhibition performance in RMPA Championships Finals*

*Unlimited Individual & Ensemble Competition Submissions*

*4 Staff Wristbands at every competition*

*4 Pit Passes*

## NOVICE ADD-ON OPTIONS

Regular Season Competitions – \$50/each (5 available)



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### **2. BUNDLE MEMBERSHIP: \$1,000**

*Includes:*

*2020 RMPA Membership*

*Admission to the Evaluation Clinic*

*Admission to RMPA Day of Percussion (instructors & students only)*

*Entry to compete in all five (5) regular season competitions*

*Entry to compete in RMPA Championships Prelims & Finals*

*1 Director Badge*

*6 Staff wristbands at every competition*

*4 Pit Passes*

### **3. LIMITED MEMBERSHIP: \$200**

*Includes:*

*2020 RMPA Membership*

*Admission to the Evaluation Clinic*

*1 Director Badge*

*6 Staff wristbands at every competition*

*4 Pit Passes*

### **LIMITED ADD-ON OPTIONS**

Regular Season Competitions – \$200/each (5 available)

RMPA State Championships – \$400

EXTRA Pit Passes – \$10/each (up to 8)

### **5. ADDITIONAL ENSEMBLES FROM THE SAME SCHOOL/ORGANIZATION: \$400**

### **REGISTRATION (online only):**

Registration will open 11 NOVEMBER 2019

Registration will close on 17 JANUARY 2020

**PAYMENT IS DUE BY 17 JANUARY 2020. There are no refunds.**

*All registration and payments received  
after 17 JANUARY 2020 will be assessed a \$100 late fee.*



## **PARTICIPANT CONFIRMATIONS AND CANCELLATIONS**

Adjustments to registration must be made before 17 JANUARY 2020.

If an ensemble cancels participation in an any RMPA competition less than 15 days prior to the competition, then they will be subject to a penalty of \$100 to be paid prior to the ensemble competing in their next scheduled RMPA competition. Ensembles may be ineligible for participation in subsequent RMPA competitions until the fee is paid. This fee applies to cancellations by any ensemble for any reason. The cancellation fee will be provided by RMPA to the host school to compensate them for lost revenues.

## **WGI REFUND**

*All ensembles that compete in the Denver WGI Percussion & Winds Regional will receive a \$135 refund check from RMPA at their next competition.*

## **OUT OF STATE ENSEMBLES**

A video link must be submitted to RMPA at least 7 days prior to the competition - this will be reviewed for classification purposes.

## **CLASSIFICATION**

Requested classifications will be reviewed at the Evaluation Clinic. RMPA follows the WGI guidelines for unit classification, with the addition of an entry-level Novice Class, and Independent Concert classes.

After the Evaluation Clinics, the Board of Directors will consult with the judges and advise ensemble directors regarding reclassification.

The RMPA Board of Directors may require any ensemble to compete in a higher classification.

The RMPA Board of Directors may advise but will NOT require any ensemble to compete in a lower classification.



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Ensembles may be reclassified and awarded promotion based on their skill level at any time in the season up to the cutoff date (9 March 2020). Ensembles may be reclassified between prelims and finals at any event if the Board of Directors and/or Contest Administrator can modify the performance schedule.

If a group is asked to produce a current performance video for evaluation, the group has seven (7) days to deliver the media to the Board of Directors or the reclassification will automatically be made. If the ensemble does not agree with this ruling of reclassification, the ensemble has the right to appeal this ruling by contacting the Board of Directors within forty-eight (48) hours. The Board of Directors will then review the appeal. The final decision will be made within seven (7) days of this appeal.

### **2020 CLASSIFICATIONS**

**Novice Class (NVC)** is open to any scholastic percussion organization and there is no fee for membership. Novice class will perform in exhibition at the Evaluation Clinic (1:1 Judge Critique) and State Championships Finals (tapes, no critique). There will be a \$50/competition entry fee for all regular season RMPA shows for Novice Class ensembles and they will not perform at the WGI Regional. Typically, Novice Class ensembles will perform first in their category (concert/marching) at each competition. Novice ensembles will be scheduled at nine (9)-minute intervals with a maximum performance time of six (6)-minutes and a minimum performance time of two (2)-minutes. Novice Class scores will not be announced however ensembles will receive tapes from the judges via competition suite. When possible, an RMPA representative (board member, instructor, or judge) will meet all Novice ensemble instructors outside the gym after all novice performances for a short critique session to help with what is needed. Following performance, all ensemble members may enter the gym to watch the rest of the competition at no charge (could be backside depending audience size and facility). All Novice ensembles will be recognized during the award ceremony at the conclusion of the competition and all Novice Class instructors will be invited to the regular critique to observe only. Novice Ensembles may also participate in the Individual & Ensemble and Day of Percussion events.



## CONCERT PERCUSSION CLASSES

Concert classes are for scholastic ensembles who wish to concentrate only on the percussive element. Instrumentation must be oriented to the performance of concert percussion. Movement will be permitted in order to allow performers to change equipment or to allow for better presentation of musical performance only. One student conductor is allowed in the concert classes. This is not a marching/visual class. Credit will be given for musical elements only.

**Scholastic Concert A Class (PSCA)** ensembles are for the younger, less developed participants. Here is where the beginning student discovers the joy of performing and realizes the sense of achievement as each skill is learned.

**Scholastic Concert Open Class (PSCO)** ensembles have several members who understand the skills required to perform intermediate levels of playing.

**Scholastic Concert World Class (PSCW)** - ensembles have several performers who are experienced and fully trained. Trend setting programs and performance levels are often displayed.

## MARCHING PERCUSSION CLASSES

**Scholastic A Marching Class (PSA)** ensembles continue to explore the indoor percussion arena. Here is where the student develops and strengthens the basic musical skill sets. Members increase their understanding of the basic visual and performance responsibilities necessary for the success of the ensemble's production.

**Scholastic Marching Open Class (PSO)** ensembles have moderate experience in the indoor percussion arena. Open Class ensembles have several members who understand the skills required to perform intermediate levels of playing and movement. Here is where the intermediate student explores new challenges through performance and realizes a greater sense of achievement as each more complex skill is learned.

**Scholastic Marching World Class (PSW)** ensembles demonstrate a high degree of advanced development. All of the performers contribute to the consistent high levels of performance being demonstrated. World Class





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ensembles are trendsetters in the indoor percussion activity. Programs are unique and innovative and these components are important at this level. Some very sophisticated challenges will be placed on the performers.

### **INDEPENDENT CLASSES**

Performers within one ensemble can range from 12 to 22 years of age and follow the same criteria as the scholastic marching and concert classes (*A Class, Open Class, World Class*).

### **WINDS CLASSES**

Performers within one ensemble of any age and follow the same criteria as the Percussion classes (Scholastic/Independent).

*Novice Class is not offered for Winds units.*

***\*\*The Cutoff Date for class changes is Monday, 9 March 2020\*\****

### **VOLUNTEERS**

(1) volunteer from every ensemble is needed for State Championships. As gratitude for their service, volunteers will receive *Free Admission to the 2020 RMPA State Championships Finals* as a spectator. Volunteers will be scheduled for a 2-hour shift including a variety of duties.

No Volunteers are required for the 2020 WGI Percussion & Winds Regional.

### **ADMISSION**

Regular Season Competition admission: \$10

*Seniors (65+), Students(9-18): \$5*

Championships-Prelims admission: \$15

*Seniors (65+), Students (9-18): \$10*

Championships-Finals admission: \$20

*Seniors (65+), Students (9-18): \$15*

*(No charge for those eight (8) years of age and under at any RMPA event)*





## **SCHEDULING**

### **REGULAR SEASON COMPETITIONS**

Once the cap of 35 ensembles has been met, or the deadline has been reached (whichever comes first), the schedule will then be set.

*Tentative schedules* will be published by 31 JANUARY 2020.

*Finalized schedules* will be published TEN (10) DAYS PRECEDING THE EVENT.

Ensembles will be scheduled by Class (Novice, A, Open, World). Concert ensembles may be scheduled to perform first within their class followed by marching ensembles. Novice class ensembles will perform prior to their respective classification (Concert and Marching).

Start time will be determined by scheduling backwards from the awards ceremony.

Depending on site logistics, there may be a one-minute interval scheduled between marching ensembles. Ensembles will not be allowed additional time for set-up/performance/exit.

There will be a meal break of at least one-hour at each event.

Depending on the venue and schedule, there may be an early awards ceremony for the Novice and A classes during the one-hour meal break.

Exhibition Performances are allowed with written permission from the Contest Administrator ([David@RMPA.org](mailto:David@RMPA.org)) at least (15) fifteen days prior to the event. RMPA may refuse exhibition performances for any reason.

### **STATE CHAMPIONSHIPS**

A Championships primer will be released on the website ten (10) days prior to RMPA Championships Finals. The primer will contain detailed information on Championships schedules and performance order.



**EVENT DAY POLICIES**

**SEATING**

Out of consideration for the units, we ask that all spectators remain in their seats during every performance and keep the aisles, and staff seating clear until the breaks between each performance.

Performers are not guaranteed front-side seating. If a venue has limited seating, performers will be asked to move to the backside seating in order to provide seats for paying spectators.

RMPA will designate a small area of seats for Staff Seating at RMPA events. This area will be located near the top of the seating area but not directly in front of or next to judges. The area will be as close to the center as possible, with direct access to and from an aisle. Staff Seating is for the use of the current performing ensemble only. Depending on the competition size, and/or the layout of the performance venue, staff seating may not always be available. If available, it will be monitored as much as possible by the host.

**SAFETY**

***\*\*THE USE OF FLASH PHOTOGRAPHY IS STRICTLY PROHIBITED\*\****

***\*\*ALL CELL PHONES AND OTHER COMMUNICATION DEVICES MUST BE TURNED OFF while inside the performance venue\*\****

**VIDEO/AUDIO**

To comply with United States copyright laws, ***ALL FORMS OF VIDEO AND SOUND RECORDING OF ANY PERFORMANCE ARE STRICTLY PROHIBITED.***

Contest hosts and/or RMPA volunteers will video record each performance from the best vantage point possible. For education purposes, a copy of the video will be provided to unit Directors via Competition Suite or email.

RMPA provides videos as a service to the community and occasionally are subject to technical difficulties.

**WARM-UP**

Each ensemble will have a dedicated ensemble warm-up zone and interval time.



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Units, including all equipment and generators, must stay within the boundary of their warm-up zone and face the prescribed direction throughout the entire duration of their warm-up. Battery ensembles may warm-up outside of the ensemble warm-up zones however no ensemble may rehearse outside of their prescribed ensemble warm-up time.

If an ensemble is found playing outside of their prescribed ensemble warm-up time or zone they will be first warned by the contest administrator. If playing outside of prescribed warm-up time or zones continues the contest administrator may award penalty points up to disqualification. Assignment of warmup zones will be dependent on performance time and classification.

Metronome use is allowed in warm-up however we encourage all groups to be respectful with volume and direction of devices. Please use common courtesy to other units – avoid sound bleed and reflection of sound against buildings and trailers.

### **TICKET/MERCHANDISE SALES**

*All ticket and merchandise sales are final.*

### **FACILITIES**

Open flames/BBQs are prohibited in ALL areas, including the parking lot. There is no smoking anywhere on campus.

### **HOST SITE AMENITIES**

The gymnasium will have at least 60' from the front boundary line to the back stands. The unit entrance and unit exit doors will be double-doors, without the middle bar, with at least 5' of width and 6' 6" of height clearance.

There will be grounded 120v outlets centered on the front and back boundary lines. Side outlets are not guaranteed, but may be used if available.

There will be a floor folding area near the exit of the gymnasium.

A covered or indoor area will be provided in the event of rain/snow.



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There will be an Instructor Hospitality Room for all directors and instructors of RMPA member ensembles.

There will be a Hospitality Room for all Judges, RMPA staff, and Board of Directors.

There will be concessions with sufficient food for students to eat lunch, dinner, and snacks.

### **BAD WEATHER PLAN**

*Each Ensemble* is responsible for their own bad weather plan (Tarps, Clamps, Ponchos, Towels, EZ-Ups/Tents). The host will provide as much protection from the elements as possible. The Contest Host will provide a protected area to fold your floor following your performance (either covered or indoors).

### **CHECK-IN**

Upon arrival at an event, one adult representative must check the group in.

*Performers are not needed to Check-In an ensemble*

### **REGULAR SEASON COMPETITIONS & RMPA STATE CHAMPIONSHIPS**

Ensembles will be provided a scheduled arrival time.

Ensembles may NOT arrive before the scheduled time.

Equipment Trucks may NOT arrive prior to the day of the event.

### **CHECK-IN PACKETS WILL INCLUDE THE FOLLOWING**

1. A map clearly showing the layout of the warm-up zones, silent zones, Hospitality Room, Tabulation, etc.
2. The performance flow layout of the gymnasium (also available at RMPA.org)
3. Promotional material from our award sponsors.
4. A competition order of events (no times).
5. A predetermined amount of Performer/Staff Wristbands (determined by online registration). In the event that an ensemble has not properly supplied RMPA with its member totals, the instructor/director must return with all the performers to receive their wristbands. Performer Wristband **MUST BE WORN** during performance.



## **RULES, ADJUDICATION, AND COPYRIGHT**

RMPA has obtained permission from WGI to use their policies, rules, and score sheets as they are. It is highly recommended that every director and instructor read the WGI Policy Manual, Rules, and Score Sheets thoroughly.

A copy will be available on the RMPA website. Please view and download the PDFs from WGI's website:

### **WGI POLICY MANUAL**

[https://wgi.org/wp-content/uploads/2019/02/WGI\\_Policy\\_Manual\\_v2updatedFebruary2019.pdf](https://wgi.org/wp-content/uploads/2019/02/WGI_Policy_Manual_v2updatedFebruary2019.pdf)

### **WGI PERCUSSION RULES**

<https://wgi.org/wp-content/uploads/2019/10/2020-Perc-Rules2.pdf>

### **WGI PERCUSSION SCORE SHEETS**

<https://wgi.org/percussion/percussion-score-sheets/>

## **ADJUDICATION**

An RMPA adjudication panel will consist of four (4) or five (5) judges: Music/Music, Effect Music/Artistry, Visual, Effect Visual, and Timing & Penalties.

Our adjudicators are some of the finest in the country. We draw from the WGI pool of judges as well as respected instructors past and present from high profile programs throughout the country. An adjudication panel of qualified individuals from all regions of the United States helps to alleviate regional inflation of scores as well as maintain a sense of national relativity for ensembles traveling to WGI World Championships.

RMPA State Championships will have a “double” panel of adjudicators.

## **SCORE SHEETS**

Equipment Rules notice: Please carefully review Articles 3 (Scoring), 4 (Equipment), 5 (Timing), 6 & 7 (Entry and Exit), and 8 (Penalties) of the WGI Rulebook. These rules are strictly enforced by Timing & Penalties Judges. The timing and Penalties Judge will be looking closely to enforce WGI Article 4 for Equipment. Please carefully review this and make sure all equipment



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is property maintained (or otherwise be prepared) to assure that no damage will occur to the host facility, competition floor, or floor covering. Damage typically often occurs from dragging equipment/props/handles, wheels locking, fallen equipment, oversized props/carts, etc.. Such damage will be the responsibility of the ensemble and is subject to penalty. In the event of severe damage, the ensemble who caused the damage will be responsible for the cost of facility repair incurred by event host.

### **COMMENTARY**

Judges' commentary is issued by COMPETITION SUITE. Please download the mobile app to your device to access all judge commentary and recaps.

After registration closes and prior to the Evaluation clinic, RMPA will add the primary contact for each registered ensemble to Competition Suite.

*\*\*It is the responsibility of the Primary Contact to add their staff to Competition Suite so they can access your ensemble's commentary.\*\**

Judges expect every ensemble director will have listened to their commentary prior to entering Critique.

### **CRITIQUE**

Critique is a time for directors to seek clarity and further understanding of how to improve their performance/program.

Critique will be available at the end of each regular season competition and will begin immediately after the awards retreat has ended.

Critique will be held in the Tabulation Room or Instructor Hospitality room. Score Sheets and recaps will also be available in Competition Suite, following retreat.

### **COPYRIGHT AND TRADEMARK POLICY**

It is the responsibility of *each ensemble* to secure necessary permissions and licenses to arrange and perform any copyrighted material performed at an RMPA event.



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All content included on the RMPA website and social media pages is the property of the Rocky Mountain Percussion Association, and is protected by U.S. and international copyright laws. All rights are reserved. Materials copyrighted or trademarked by the Rocky Mountain Percussion Association, including, but not limited to, audio recordings, video recordings, logos, graphics, photographic images, print materials; event results, score reports, and recaps; trademarks, and service marks (whether or not the material is included on this site) may not be used without express written permission from the Rocky Mountain Percussion Ensemble. This includes audio and video recordings of performances at Rocky Mountain Percussion Association events.

The Rocky Mountain Percussion Association may grant permission to use the foregoing on a case-by-case basis. Requests for permission must be made in writing. Requests for use of copyrighted music or other images owned by composers or others require you to secure copyright permission from the owner prior to your request to the Rocky Mountain Percussion Association. This release must be included with your written request. Should permission be granted, the release is on a one-time basis. Further use or reuse without permission is prohibited. All materials must be given appropriate credit; for video or still images, credit must be given to the Rocky Mountain Percussion Association as well as the photographer or video production agent.

### **AWARDS & CHAMPIONSHIP QUALIFICATION**

There are no trophies or plaques given at regular season RMPA events.

### **CHAMPIONSHIPS PRELIMS**

Prelims will be scheduled by class with performance order determined by electronic randomization.

Prelims scores will determine performance order for RMPA State Championships Finals

All ensembles are required to attend Prelims. If an ensemble cannot attend Prelims they will be required to petition the RMPA Board to be approved to be seeded into Finals based on their regular season scores.





## CHAMPIONSHIPS FINALS

**NOTE:** 100% of ensembles competing in Prelims will advance to Finals for the 2020 Season

Performance order will be by class and in order of Scores (low to high) from Championships Prelims.

Every performer will receive an RMPA Championships patch.

An RMPA “Finalist” banner will be awarded to each ensemble in every class.

Medallions will be awarded to every performer from the top three (3) ensembles in each class (Gold, Silver, & Bronze, respectively).

Two (2) VIP passes to RMPA Championships Finals will be provided to each ensemble for use by school administrators or other VIP’s as designated by the director of each ensemble. Passes will be available at willcall the day of the event.

Medals and Finalist Patches will be ordered following the evaluation clinics and any subsequent reclassification, based upon the count of ensemble membership noted on the registration forms. Please note any changes to Lauren Maxwell by 10 FEBRUARY 2020.

## **PARTICIPATING ENSEMBLE MASTER AGREEMENT**

Each RMPA ensemble is required to have a Participating Ensemble Master Agreement on file prior to the start of the season. This agreement is designed to be a single, comprehensive document that will cover items such as participant protection, copyright, liability, and scholastic eligibility. Please familiarize yourself with all the details of this agreement, including the requirement to share the RMPA Etiquette with all those associated with your ensemble.

This agreement must be on file with RMPA prior to the start of the season.

**Ensembles that do not have their agreement on file will not be allowed to compete at any RMPA event with no exceptions.**



**NOTIFICATION OF NON-LIABILITY, CONSENT AND RELEASE**

Rocky Mountain Percussion Association, its board members, Foundation team, all local show hosts, venues and their respective employees, agents, staff and representatives will not be held responsible for any injuries sustained by any performing members, staff or support personnel of the above named ensemble during or in conjunction with participation in any of the Rocky Mountain Percussion Association events.

Furthermore, the ensembles and sponsoring organizations hereby agree to indemnify, defend and hold harmless Rocky Mountain Percussion Association and all local show hosts, venues and their respective employees, agents, staff and representatives from any and all claims which might be brought by any person(s) associated in any way with the above named ensemble, including performing members, in any way arising out of or during any performance of the ensemble at any RMPA event or in any way arising out of or connected with the attendance of said ensemble at any RMPA event.

This specifically includes, but is not limited to, any injuries sustained by performing members, staff or support personnel caused by equipment utilized by the ensemble including props, flats, set decorations, scaffolds or similar equipment or devices. By registering for RMPA Membership you do hereby certify that you have read the above provisions and are duly authorized to execute and approve this document on behalf of the above named ensemble. Furthermore, you hereby acknowledge that all of the performing members, their parents, staff and support personnel will be notified of the provisions of this Notification of Non-Liability, Consent and Release Form and will be provided with a copy of this form upon request.

**LINKS**

The Rocky Mountain Percussion Association is not responsible for the content of any other sites to which it links.

**PRIVACY POLICY**

All information provided to the Rocky Mountain Percussion Association is for the sole use of RMPA and affiliated groups. RMPA may send you promotional offers or information about upcoming events, merchandise offers, or general information regarding the percussion activity. Information will not be provided to third parties



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for any reason. On occasion, an individual show promoter or sponsor may request to send similar information to our customers. These requests are reviewed on a case-by-case basis. If they are approved, the information will be included with an RMPA mailing; third parties do not have access to your information. RMPA does collect email addresses from individuals and organizations that request electronic communications and other services.

RMPA uses Squarespace and Stripe web services to protect the security of payment transactions. Both Squarespace and Stripe are PCI-DSS Compliant. PCI-DSS (Payment Card Industry Data Security Standard) is a framework for developing a robust payment card data security process—including prevention, detection and appropriate reaction to security incidents. PCI-DSS compliance is a security standard for companies and organizations that handle payment information from consumers. Both of Squarespace’s payment processors, Stripe and PayPal, are PCI compliant.

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### **CONTACT INFORMATION**

Mailing Address:

Rocky Mountain Percussion Association  
2536 West 99th Place  
Denver, CO 80260

For questions please contact:

[RMPABoard@rmpa.org](mailto:RMPABoard@rmpa.org)

Visit us on the web:

[www.RMPA.org](http://www.RMPA.org)

Find us on facebook:

[www.facebook.com/TheRMPA](http://www.facebook.com/TheRMPA)