

Welcome to the Maine Drama Regionals!

Medomak Valley High School is proud to be hosting a Regional Competition of the Maine Drama Festival, March 10th & 11th, 2023. Please feel free to contact us if you have questions or concerns.

Maida Cordero (Regional Host)

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Matthew Kopishke (Regional Tech Director)

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Tech Day Information

Tech Day is Saturday, March 4th; all participating schools are expected to attend. Please bring your light and sound operators to familiarize them with our equipment, but **DO NOT** bring all of your students. Snacks will be provided. Any director who has complicated or unusual technical needs should communicate with Matthew Kopishke as soon as possible.

Schools that need to hang specials or that wish to install any special equipment should arrive at 9:00 am on the 4th. Others, please arrive by 10:00 am for a basic demonstration of the facility and equipment, as well as a demonstration of all lighting areas and specials. Specials that cannot be in place by 10:00 am must be clearly indicated to Matthew Kopishke or Colin Sutch before the 10:00 am session. The objective is for all the participating schools to see what specials will be available on Festival weekend. We will be available to assist your students with programming questions and other concerns. Please let us know in advance if your students would like special training in the operation of our light or soundboard, so we can schedule a session.

We will have a draft of your program ready for you to proofread on Tech Day.

Festival Weekend Schedule

Friday, March 10th

12:00 - 5:00 pm Tech Checks: 4 sessions
4:00 - 5:45 pm Dinner
6:00 - 9:00 pm Evening Session: 3 plays
9:00 - 9:45 pm Critiques
10:00 pm All schools/staff out

Saturday, March 11th

8:00 - 11:00 am Tech Checks: 3 sessions
11:00 am Directors' Meeting in Library
11:00 - 12:00 pm Lunch
12:00 - 4:00 pm Afternoon session: 4 plays
4:00 - 4:45 pm Critiques
4:30 - 5:30 pm Tech Check: 1 session
5:00 - 6:00 pm Dinner
6:15 - 8:15 pm Evening Session: 2 plays
8:15 - 9:00 pm Critiques
8:30 pm Student Activities/Dance
9:00 pm All schools out of rooms
10:00 pm Awards Ceremony

Tech Checks

Tech checks are 55 minutes long. You may start loading into the hallway outside the SR side of the auditorium as soon as the hallway is clear of the previous school's set. You must have the stage cleared at the end of your 55 min. We will supply spike tape. Please check with us before you spike the curtain ropes. While you are responsible for focusing your own specials, please ask for assistance as necessary. After your Tech Check and after you've stored your set in the designated area, please do not re-enter the auditorium or set storage area for any reason without permission from Matthew Kopishke, Festival Tech Director.

Performance Information

Load in and Set-up: Prior to your 5 minutes, you, your actors, and your production crew will assemble in the Music room to review the set-up procedures. After this meeting, you will be permitted to load your set into the wings using SR, and your tech crew will go to the booth. The tech crew set-up in the booth will be timed separately. The pre-setup meeting and load-in are not part of your 5-minute setup time.

Starting your show: After you finish the 5-minute set-up, everyone in your production will return to the hallway to review the procedure for starting your show:

1. The judges will be brought in and seated in the auditorium.
2. **The Tech Director will then notify the crew in the booth to start the show.**
3. The booth crew notifies the stage crew to start the show.
4. The house lights will be brought down.
5. The booth crew may bring up blues for the actors to take their places.
6. The lights will fade to black, and the show will start.

At the end of your performance: Actors may stay in place until the judges are out of the auditorium, but everyone in your production should move into the hallway PRIOR to starting the 5-minute strike. Once everyone is assembled in the hallway, we will give the signal to start the strike. You may strike SR into the wings, or you may strike directly into the hall (SR), so your set is ready to load out immediately after the session.

General Festival Information

Arrival and Check In: Please use the front entrance loop to unload students. Buses must park in the student parking lot. Once unloaded, trucks and other vehicles must be promptly moved to the student parking lot. You are welcome to leave your vehicles parked overnight, but please note that the parking areas are not secure. Please check in at the station in the lobby to receive your nametags and meet your student hosts.

Programs/Nametags: Please **email** your program information and list of participants for name tags by **February 24th** to Maida Cordero (Maida_Cordero@msad40.org). **Programs must be submitted as a Word file.** Please use the attached Excel template to submit your list of all participants, including adults. Admission to performances for participants will be by the name tag. Each school will be issued a bus driver name tag so they may attend the performances; bus drivers are also welcome to relax in the gym if they prefer.

Food: Lunch and dinner will be available for purchase in the cafeteria during scheduled times. **If you are planning on purchasing meals on-site please fill out our form so we can plan on the number of meals needed!** Room 1 will be available for students who wish to use a microwave, and there will be a refrigerator available if necessary. If your school group plans on bringing a meal(s) that require outlets, please let us know ahead of time and we are happy to arrange a space; use of small appliances is not allowed in our classrooms.

Directors Lounge: Directors and other adult participants are welcome to use the Library as a quiet space when it's not being used for critiques.

Auditorium Notes: Students are required to attend all performances that don't conflict with their own. Schools are asked to sit together WITH their directors/advisors in the auditorium. Schools will be seated first in the auditorium. Food and drink are absolutely not allowed in the Dolloff Auditorium; bottled water only is permitted. Please help us take care of our facility: no feet on the seats or climbing from row to row.

Activities: The gym will be open all weekend for open gym time; Room 1 will be open for reading, board games, and quiet activities. Traditionally our student hosts organize a dance for Saturday night after the last performance.

Security and Student Health: Medomak Valley and the MPA are not responsible for lost/stolen items. Each room will be assigned an MVHS student host, but we expect that all adult chaperones and volunteers will work together to supervise the Festival. Please be sure that you are prepared for medical issues that might arise in your group (Allergies, Asthma, etc.) as medical staff is not available on-site during the Festival. MVHS is a smoke-free campus. Students may not leave the facility unless they have your permission.

Check Out and Departure: Rooms must be emptied and cleaned before the awards ceremony. Student belongings that can't be loaded onto buses may be stored in the gym. Please plan to leave your room the way you found it and check out with Maida Cordero. Trash bags will be provided, and you may leave your bagged trash and returnables in the hall outside your door.