ST. MICHAEL – ALBERTVILLE SCHOOL DISTRICT 885



STMA Middle School West Auditorium

Theater Technical Information

3/29/2024

For More information Please Contact
Joshua Mann at joshuama@mystma.org for technical questions
Jim Mauss at jimm@mystma.org for contract, scheduling, or payment

ST. MICHAEL - ALBERTVILLE SCHOOLS

EXCELLENCE IS OUR TRADITION

Thank you for renting one of STMA's performing spaces. My name is Joshua Mann and I am the PAC coordinator for STMA. My job is to schedule student workers and provide the basic setup for the space. I will work with you as well as our student technicians to get what you need prepared and ready for your event. This is a great learning opportunity for our student employees as they are able to use their skills they are learning in a real world application to prepare them for the future.

We believe in educational theater where we are empowering our students to work in the community and provide this service to you. To best assist you with your needs our student technicians will control the lighting and sound board. The technicians are trained to run a simple lighting design and basic microphone operation. You will be provided with two wireless microphones at the start of your event. The space is set up with basic light zones (9 areas) and sound setup. Any special requests for lighting and sound should be communicated with Joshua Mann (PAC Coordinator). If you are expecting specific lighting or specials, this must be communicated at least two weeks before your event to the PAC Coordinator, and we will do our best to accommodate.

We look forward to working with you and your group. We hope your production goes well and we will assist you to the best of our abilities.

Joshua Mann
PAC Coordinator
joshuama@mystma.org

ST. MICHAEL-ALBERTVILLE HIGH SCHOOL
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STMA MIDDLE SCHOOL STAGE Dimensions

Main Stage

The stage is 34 Feet deep total. The apron downstage of the plaster line is 7 Feet deep. The apron measures 44.2 Feet wide in front of the plaster line and all together the stage measures 49.9 Feet wide x 30 Feet Deep from the plaster line.

Proscenium

The Proscenium opening measures 49 Feet wide x 18 Feet high.

Wing Space

Stage Right Wing space measures 21 feet wide and 30 feet deep. Stage left wing space measures 21 feet wide and 30 feet deep. All flies and electrics are dead hung.

Fly Heights

There are NO flybars in this space and the ceiling is low providing NO Fly room. All curtains and electrics are dead hung and do NOT fly.

Stage Height

Stage height is 2 feet above the orchestra floor If you are bringing your own stage floor or covering please discuss installation and tape down requirements with the PAC Coordinator

Loading Area

The loading area has direct access to the stage and is accessible from stage left. There is a service door and an overhead door (8 wide x 12 High). There is NO loading ramp at this location.

General Specifics

Storage

There is limited storage available for a short duration, if there are any extraordinary storage needs it should be discussed ahead of time with the PAC Coordinator and Community Education. Any equipment that is left in the space is the group's responsibility and STMA does not take any responsibility for material that is left in the space.

Dressing Room (Green Room)

The dressing room contains both a Female and Male dressing, showering and bathroom area along with a coed makeup area with mirrors and makeup lights and counters.

Lighting and Sound Console locations

The light Console ETC Element and Sound Board SQ-6 console are located in the control booth in the back of the theater behind the audience. There is some additional space in there for additional equipment please discuss with the PAC Coordinator before bringing in any equipment.

Seating

There are approximately 497 seats available in the theater. There are also wheelchair accessible locations available. CLICK HERE FOR A SEATING CHART OF THE MSW Auditorium

CLICK HERE for a Seating Chart layout for the MSW Auditorium

Fire/Haze/Smoke/Fog Hazards

Pyrotechnics and open flames are NOT allowed in the STMA Performing Art Center. NO EXCEPTIONS

Haze/Smoke/Fog are **NOT allowed**, unless you have pre written permission from community ed, the lead custodian staff, and discussing fire safety with the district. Setting off the fire alarms, and evacuating the building can lead to additional charges applied to your rental.

Lift Operation/Operator

Using the lift for lighting, hanging drops and set construction will require pre written scheduling with community ed at least *three weeks* before the scheduled usage and will have an additional charge. Due to limited lift operators; multiple times and dates will need to be submitted by rental for when the work can be completed. We can **NOT** guarantee that the lift operator will be available for your window, and the rental group is responsible for securing their own operator and equipment in this situation.

Line Set Schedule

Line	Description	Distance from Proscenium Wall	Movable
1	Electric 1	4’ down Stage	DEAD HUNG
2	Grand Drape	0’	DEAD HUNG
3	Grand Valence	1’	DEAD HUNG
4	ELectric 2	2’	DEAD HUNG
5	Dead hung swivel Side legs	4’	DEAD HUNG
6	Mid traveler	8’	DEAD HUNG
7	Valence Black Border	11’	DEAD HUNG
8	Electric 3	12’	DEAD HUNG
9	Valence Black Border	15’	DEAD HUNG
10	Dead Hung Legs	16’	DEAD HUNG
11	Electric 4	18’	DEAD HUNG
12	Rear Traveler	26’	DEAD HUNG
13	Cyc (permanently mounted)	27’	DEAD HUNG
	Back Wall	30’	DEAD HUNG

CLICK HERE for a Stage Diagram of the MSW Auditorium (coming soon)

Lighting Inventory

After every group uses the space, the stage is expected to be hung to neutral. CLICK HERE FOR THE MSW Auditorium NEUTRAL LIGHTING PLOT. The neutral hang is what you found in the space when first rented. Please return it to this hang when you are finished. CLICK HERE FOR THE MSW PATCH chart and hook up schedule. On this document you will also find the lighting inventory for the space. There are also 2 follow spotlights at the Middle school auditorium. If the lights are not hung, focused and back to neutral; groups **WILL** be charged the overtime needed to rehang and return the space to neutral.

Production Communications and equipment:

Eartec the Hub wireless system (4)

Podium

Rear mounted projector with hook ups on stage and in the booth. Projector is hanging in front of the 4th electric.

Sound Inventory

CLICK HERE FOR A Line Diagram For MSW Auditorium Sound Equipment (coming soon)

Power: 2-Furman CN1800S

Control Locations: Control Booth Allen & Heath SQ-6

Amplifiers: 1-Bose PM-8500N, 1-Bose P22600A

Speakers: 5-Bose AMM 112 two way loudspeakers , 2-BOSE AMS115 passive subwoofers

Stage Monitors: 2-EV EKX-12 Passive Speakers

Microphones: 2-Shure Beta 58A wireless handheld mics, 2-wired handheld mics, 2 overhead hanging mics

Microphones for additional charge: (8) Wireless BodyPacks Shure , (8) Portable Wireless BodyPacks Shure ULXD1 (MUST PLACE REQUEST AT LEAST TWO WEEKS IN ADVANCE, FOR THESE MICS)

Usage and Movement of Equipment

If a group alters, moves, or changes the programming of either the light or sound board, the MUST return all programming and material to MSW Neutral. If anything is not operational at the end of your rental the group WILL be charged to put everything back and reprogram the boards.

We will provide a base set up with our student workers, any groups that do not use our tech take on all responsibility of the space and equipment. Anything that is damaged, not working, or missing will be charged to the renters.

IMAGES OF THE MIDDLE SCHOOL AUDITORIUM SPACE

COMING SOON

Fees for Renting MSW Auditorium

RENTAL GROUPS

Organizations desiring facility use are classified into four groups. Rental fees are determined by group classification.

Group 1

- Local youth and adult nonprofit community organizations located in District 885
- Non Public Schools in District 885

Group 2

- District/Non District residents/businesses providing activities for youth
- Political Caucuses
- Church Services
- Sporting organizations outside District 885

Group 3

- Local commercial/business groups located in District 885
- Non resident non profit organizations outside District 885

Group 4

- Business organizations located outside District 885

Group 1	Group 2	Group 3	Group 4
$40/hr	**$60/hr**	**$150/hr**	**Negotiable**

Additional Charges:

- **Custodial** (weekends and non-school hours) – fee of $45/hr
- **MSW Auditorium Tech** – fee of $40/hr
- **Resetting of sound/lights back to neutral** - fee of $60/hr
- **Mic transmitters and countryman headset mic -** $30/week, per unit.
- **Lift operator** (three week advance notice) - fee of $60/hr
- **Shell set up** - fee of $45/hr
- **Grand piano** - fee of $30
- **Building Supervisor** – fee of $25/hr (depends on event, and will be decided by Community Education.)