**MARSHALL MIDDLE SCHOOL THEATRE**

**Registration & Information Packet**

**Spring 2019**



**REGISTRATION TIMELINE**

**Packets Distributed: Monday, January 28**

**Scholarship Registration: Monday, February 4 by 3 PM**

**Mandatory Parent Meeting & Registration/Payment: Tuesday, February 5 @ 6:00 PM**

**MMS THEATRE REGISTRATION FORM**

**Name of Production:** ONCE ON THIS ISLAND JR. (**check one**) Actor Techie

**Student Name/Grade \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cell Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*We are looking for energetic and hardworking actors and techies interested in being a part of the Marshall Theatre production of “Once on This Island Jr.” If your child is ready to make a serious commitment to afterschool theater, please fill out and bring this permission slip to the* ***mandatory parent meeting being held in the Marshall library on Tuesday, February 5 at 6:00 PM, along with your payment of $60 per actor or $20 per techie.*** *Full details regarding auditions and opportunities for parent involvement will be available at that time.*

By signing the bottom of this section, my child and I agree to the following (please initial next to each item):

\_\_\_\_\_ I understand that my child must:

* bring her/his script and a pencil to every rehearsal. Be familiar with the script.
* dress appropriately in clothes she/he can easily move in.
* write down all blocking, choreography, and notes during rehearsal.
* behave appropriately during rehearsal and performances, as is the expectation of all actors. Fellow actors and production staff should be treated with respect. Roughhousing or rude behavior will not be tolerated.

\_\_\_\_\_ I understand the policies regarding absences from rehearsals.

* Be on time! Please let us know if you are running late so we can plan accordingly.
* Please understand that missing rehearsals affects all actors. Additional information about absences will be given at the parent meeting.

\_\_\_\_\_\_\_ I understand that actors are expected to have jazz shoes and may have to provide some elements of their costumes (we can work with families for whom this may be an issue).

\_\_\_\_\_\_\_ I have attached payment of $60 per actor OR $20 per techie to this form **DUE 02/05/19 at the mandatory meeting at 6:00 PM.** (\*\*\*scholarship request deadline 02/04/19). Checks should be made out to MCC.

\_\_\_\_\_\_\_ I give permission to have my child’s image (photos taken during rehearsals and performance) used for publicity purposes. These purposes are defined as newspapers, newspaper websites, and any Theatre publicity material.

**I, the parent/guardian of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read the above outline and have reviewed it with my child. By signing here, I am saying that we understand and agree to abide by the requirements of this production.**

**Parent’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\*\*\*NOTE: Four scholarships will be available to those who meet the requirements. Please indicate if interested and **return this form to Principal Condee Wood by MONDAY, FEBRUARY 4, 2019** by **3 PM**.

**FREQUENTLY ASKED QUESTIONS**

* **When are the performances?**

Thursday, May 30 at 7:00 PM

Friday, May 31 at 7:00 PM

Saturday, June 1 at 2:00 PM and 7:00 PM

* **When are auditions?**

Auditions will be Monday, March 4 through Thursday, March 7 from 2:45 PM to 4:30 PM.

*(unless in Girls Soccer or Boys Basketball: then 4:30 PM – 6:00 PM)*

* **Will I get a speaking part?**

Expect more experienced actors to receive most of the principal roles. That said, THERE ARE NO SMALL PARTS. In a theater production, every person is crucial to the production’s success.

* **When will rehearsals be held?**

Rehearsals will be four days a week, Mondays through Thursdays, from ***2:45 to 4:45 PM****.* On Wednesdays, rehearsal will begin at ***2:00 PM***. This schedule will remain the same until the last three weeks when rehearsals move to Capital High School. We may have to adjust the start and end times to allow for transportation to Capital High School.

We will do our best to post rehearsal schedules as far in advance as we are able. The rehearsal schedule will be sent weekly by ***email***. You should know by the end of one week what the next week’s schedule will be. Principal actors should expect to be at **every** rehearsal. The ensemble may rehearse fewer days, but most days the whole cast will be needed.

PLEASE NOTE THAT THE REHEARSAL SCHEDULE BELOW IS MEANT TO GIVE YOU A ROUGH IDEA OF TIMES/DATES FOR COMMITMENT PURPOSES. THE SCHEDULE MAY VARY FROM THIS, AND REHEARSAL TIMES/DAYS WILL BE EMAILED TO YOU WEEKLY:

March 11 – May 9 at *Marshall Middle School (*every Monday, Tuesday, Wednesday & Thursday)

May 13-16, May 20-23 and May 28 & 29 at *Capital High School*

\*\*\*\* 4 Performances at *Capital High School* May 30, 31 and June 1\*\*\*\*

* **What happens if I miss rehearsals?**

Actors must commit to attending ***all*** rehearsals. If an actor will have to miss a rehearsal, she/he needs to contact Mr. Haws or Mrs. Papaly to inform them of the absence. The director reserves the right to replace actors if needed, to ensure the success of the production.

* **Why is the parent meeting mandatory?**

The production team has learned over the years that a mandatory meeting with the parents helps everyone understand the commitment required to making this production a success. They have found that very few students drop out partway through the production after switching to this method of registration.

* **Can I be involved in a Marshall school sport and be in the play?**

Yes - and no. We have made accommodations to the audition/rehearsal schedule in March to allow for students playing Girls Soccer or Boys Basketball to participate. However, students will not be able to participate in the play *and* Spring Track. Please note schedule information and commitment information above.

* **How much does it cost?**

The cost to participate is $60/actor or $20/technical support person. You will also need to provide jazz shoes and small articles to assist with your child’s costume.

* **Are there scholarships available?**

There will be a TOTAL of FOUR (4) scholarships available - two (2) full scholarships and two (2) half scholarships. To be considered, complete the registration form and return the form to Principal Condee Wood before **Monday, February 4 at 3 PM.**

* **Are “techies” and “stage hands” needed for the show”?**

YES! We will need a *small* number of students for technical support, stage hands and costume/set development. For this production, we will be limiting the number to about six students. These students will not come to every practice and will be used closer to the end of the rehearsal schedule as the performances draw near.

* **Can I help with the production?**

YES, PLEASE! We need your help! “Many hands make light work.” Attached is a volunteer form that briefly lists how you can provide much needed assistance. Please fill it out and return it with your registration form.

Volunteer opportunities will be expressed in greater detail on registration night. If you have a special ability that you know you would like to share, please email [MCCTheater.Marshall@gmail.com](mailto:MCCTheater.Marshall@gmail.com).

* **I have more questions; whom should I contact?**

[MCCTheater.Marshall@gmail.com](mailto:MCCTheater.Marshall@gmail.com)

**VOLUNTEER FORM**

Student name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Volunteer name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*For this production to uphold the standards set by previous productions, it will take a great deal of help from volunteers. While we have a staff to work with the actors, everything else you see on the stage is the result of work by many helping hands. We will have chances for you to help from now until the end of the production. Many of the tasks can accommodate any schedule. Listed below are some of the main areas in which we need help. Please put a check mark next to anything that seems of interest to you, a family member or a friend, and we will get in touch with you. More information on how you can volunteer will also be available at the parent meeting on February 5, 2019.*

Pre-production tasks:

\_\_\_ set builders and painters \_\_\_ assisting costumer \_\_\_ props manager

\_\_\_ publicity for the show \_\_\_ drivers to Capital H. S. \_\_\_ programs

Tasks during and after the show:

\_\_\_ flower sales \_\_\_ ticket sales \_\_\_concession sales

\_\_\_ backstage helpers \_\_\_ hair & makeup \_\_\_ washing costumes

\_\_\_ load in and strike (it would be especially helpful to have people with trucks)