



Welcome! We are thrilled you are joining the Kennedy Middle School's production of *Lion King Jr.*! This year our staff and coordinating team is as follows:

- Debbie Moore and Marie Carter – Parent Producers & Coordinators
- Stacey Ardelean – Director
- Mandy Bell – Choreographer
- Mike Fair – Drumming Artist

**Our Mission:** *The mission of the KMS play production is to nurture the development of responsible, thoughtful citizens for life in an increasingly interdependent global society by creating environments in which students are challenged to explore, to create, to make decisions and to actively participate in and be accountable for their learning.*

This year we are doing things a bit differently. Stacey Ardelean, our new director, has brought a concept to “Cast from Within” which means all students register for the production WITHOUT auditions. Auditions will only be for cast members who want to try for featured solos.

All students will register for the production and begin rehearsals on January 16. For the first 6 rehearsals students will be learning the music and choreography of large group numbers, developing drumming skills with Mike Fair and developing ensemble skills including reading the entire script and creating characters.

Students will be given information about auditions during these rehearsals. Then “Casting Within” auditions will happen on January 24 and 25, for solos and featured roles. Only students in the cast may audition at this point. It is our hope that this relieves “audition stress” and creates a more inviting and supportive educational environment for all students. Students are not required to audition and may choose to be in the ensemble.

We invite parents to attend one of the meetings on Wednesday, January 10, either at 8am or 6pm to hear about this new approach, ask questions and meet Stacey in person. We will have volunteer signups available at both of these meetings as well.

**To register your child:**

1. Complete the enclosed Registration Form and payment
  - a. Participation fee: \$65 – *scholarships are available*
  - b. Fees cover all production related costs and a tshirt
  - c. Carpooling after rehearsal is available.
2. Send to school office in care of Lion King Production.
3. Attend one of the parent meetings on January 10.
4. Signup for a Volunteer Position or Committee (at the meeting or online).

**For more information:**

**Please Call: (415) 531-1258**

**Or Email: [mcarter2700@gmail](mailto:mcarter2700@gmail.com) OR [debbie@m00re.org](mailto:debbie@m00re.org)**

## Rehearsal Calendar/Scheduling Considerations:

The following Proposed Rehearsal Schedule is provided for conflict considerations. Unless indicated as an “ALL CAST” rehearsal, students will only be required when called for rehearsal – usually 2-3 times per week, not every day. Detailed rehearsal schedules will be available at the Parent Meeting and the first rehearsal.

*Please note that ALL CAST is required at the first 6 rehearsals, scheduled Saturdays and tech week.*

**Scheduling Considerations:** Please look closely at the schedule for the production to determine if your child is able to make the time commitment necessary to participate.

### Guidelines:

- **All Cast** rehearsals mean everyone is expected to attend.
- All Rehearsals from January 16 - March 8 will be held at Kennedy Middle School.
- Tech week rehearsals and Performances are held at MIT.
- **Auditions** will only be for featured and solo roles – more information will be given during the Ensemble Building rehearsals and are completely optional.
- Rehearsals will be more detailed and most students will only need to attend a few times a week until Tech Week.
- **Tech Week** is the rehearsals from March 10-15. This is the time for all the technical elements – lighting, sound, sets, and costumes – to be added to rehearsals. These rehearsals will be held at MIT Theatre. It is necessary to rehearse close to the performance times so that actors can acclimate to the correct time of evening.
- Students should consider all his/her outside commitments before joining the production.
- Students must attend all tech week rehearsals and performances.
- Some allowances can be made with prior notification of conflicts. Please list them carefully. If conflicts are revealed after casting considerations, the role may be reassigned.
- Adult volunteers are needed for technical assistance – please see the possible technical workdays (sets, costumes, props). Many independent projects are available and other support is needed as well. Please see the Parent Volunteer section for needs.
- The following schedule is a proposed schedule and **DOES NOT** indicate all the specific rehearsals for each group – yet. It does indicate regular rehearsal times, all cast rehearsals, some tech workdays, Tech Week and Performances. This is for your conflict considerations. A full rehearsal schedule with specifics will be given to parents at the parent meetings and students at the first rehearsal.
- **Parent Meetings:** On **Wednesday, January 10**, we will have two meetings – one in the morning and one in the evening. Please plan to attend one of those meetings to meet with Stacey, sign up for volunteer positions and have your questions answered.



### Proposed Rehearsal Schedule

#### January

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	1	2	3	4	5	6
7	8	9	10 8am & 6pm Parent Meeting	11	12	13
14	15	16 3:15-5pm All Cast	17 3:15-5pm All Cast	18 2-5pm All Cast	19 3:15-5pm All Cast	20
21	22 3:15-5pm All Cast	23 3:15-5pm All Cast	24 3:15-5pm Auditions	25 2-5pm Auditions	26 <i>Casting email sent home</i>	27 12-4pm All Cast
28	29 3:15-5pm	30 3:15-5pm	31 3:15-5pm			

#### February

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1 2-5pm	2	3 12-5pm All Cast <i>Set work Day</i>
4	5 3:15-5pm	6 3:15-5pm	7 3:15-5pm	8 2-5pm	9	10 <i>* Tech work day as needed</i>
11	12 3:15-5pm	13 3:15-5pm	14 3:15-5pm	15 2-5pm	16	17
18	19	20	21 3:15-5pm	22 2-5pm	23	24 <i>* Tech work day as needed</i>
25	26 3:15-5pm	27 3:15-5pm	28 3:15-5pm			

#### March

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1 2-5pm	2	3
4	5 3:15-5pm All Cast	6 3:15-5pm All Cast	7 3:15-5pm All Cast	8 2-5pm All Cast	9 Load-in?	10 12-5pm All Cast
11	12 5-8pm All Cast	13 5-8pm All Cast	14 5-8pm All Cast	15 5-8pm All Cast	16 <b>Call 6pm Perf @ 7pm</b>	17 <b>Call 12pm Perf @ 1pm Perf @ 7pm</b>
18 <b>9-12pm Strike 12pm Cast Party All CAST</b>	19	20	21	22	23	24

## Enrollment Form

Student Name: \_\_\_\_\_ Grade Level \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Student Cell #: \_\_\_\_\_ Parent Cell #: \_\_\_\_\_

Student Email: \_\_\_\_\_

Parent Email: \_\_\_\_\_

Address: \_\_\_\_\_

- Payment:
- Check enclosed \$65 (payable to: Kennedy PTO)
  - I would like to make a donation of \_\_\_\_\_ for a scholarship.
  - I would like to be considered for a 50% scholarship (\$32.50).
  - I would like to be considered for a 75% scholarship (\$16.25).
  - I would like to be considered for a 90% scholarship (\$6.50).
- (Producers will be in contact about the availability of scholarships.)*

- Carpooling:
- I do not need carpooling for my child.
  - I need carpool rides for my child.
  - I can volunteer for carpooling rides during the weekly rehearsals.
  - I can volunteer for carpooling during tech week (to/from) rehearsals.

*(Carpooling Coordinator will collect specifics from volunteers and those who need transportation as we receive requests.)*

### Conflict Considerations

Team and group Considerations (check one of the following):

- I am NOT participating in any sports or other groups.
- I AM participating in the following group/team activities:
  - \_\_\_\_\_
  - \_\_\_\_\_

Conflict Considerations:

- I do not have any commitments that interfere with rehearsal times or dates of performances.
- I have family or personal commitments on the following dates and times and will not be available on the following dates for rehearsal:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

I have read and understood the audition information presented in this packet.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Adult Volunteer Opportunities**

*The following Coordinator positions will have a volunteer "team" working on specific projects and tasks. If you would like to volunteer for a team, please sign up at the Parent Meeting or online. We ask the families of each cast member for 10 volunteer hours during the production.*

**House Managing Coordinator (and crew):** House Managing is the coordination of all activity that happens for the audience – tickets, seating, ushers, programs, lobby decor and concessions. Oversees that house committees (program, ticketing, and concessions) are within budget and collect information weekly for producer. Must be available during shows. Good organization and people skills. Position may be co-chaired.

- **Ticketing Coordinator:** Coordinates ticketing for all shows including Box Office during all performances.
- **Lobby Decoration Coordinator (and crew):** Create a lobby display using at least cast/crew headshots, rehearsal photos and signage. Can be a bit more elaborate and creative.
  - **Photographer:** Take press and headshots photos as well as run of show photos.
- **Concessions Coordinator (and crew):** Organizes concession sales (snacks, drinks, memorabilia) during performances. Organize purchases, nightly volunteers, setup and clean up. Must be available before shows and at intermission.
- **Program Coordinator:** Work with Director/producers to design program and printing of program for all performances
  - **Program Ad Sales:** Obtain ads for program. Create ad insert for program.

**Costume Coordinator (and crew):** Coordinates and organizes costumes and supervises costume team schedule for tech week and shows, assist at costume parade and locate appropriate costumes. Help purchase supplies for the costumes that need to be sewn, and distributing to cast families - if needed. Sewing experience helpful but not necessary.

**Props Coordinator (and crew):** In charge of coordinating and care props for the production. Returning all borrowed items as necessary. Setup of prop tables for production during load-in or first tech rehearsal.

**Set Crew:** Paints and/or builds the sets and props, working closely with the Technical Director. Construction, painting and rigging experience helpful.

**Publicity Coordinator (and crew):** Responsible for design & distribution of posters, school communications and community announcements. Organize previews with school or community groups. Send press releases to local papers, online accounts, and social media through school district. Ordering and distribution of cast/crew tshirts.

**Hospitality Coordinator (and crew):** Responsible for coordinating collection and distribution of snacks during longer rehearsals and set work days for volunteers and coordinating the Cast Party on Sunday, March 18.

**Carpool Coordinator (and drivers):** Responsible for coordinating carpools after rehearsals with volunteer drivers as needed for students.