

**Holland Middle School  
DRAMA CLUB**

**2022 Information Packet**



**Creative Team**

Paula Barson, Director

Molly Barson, Music Director

Geoffrey Vaughn, Technical Director

Christine Kuczinski (Mrs. K.), Choreographer

Jen Colantonio, Costumes and Wardrobe

Thank you for your interest in being a part of **Holland Middle School's theatrical production**. Below you will find extensive information regarding the audition process, rehearsal schedule, attendance policy and other important topics for your participation. **PLEASE READ THROUGH THIS DOCUMENT CAREFULLY AS IT CONTAINS A LOT OF IMPORTANT INFORMATION.**

If you have ANY questions before auditions please do not hesitate to email Mrs. Barson at [paula.barson@comcast.net](mailto:paula.barson@comcast.net).

### **Contact Information:**

One of the most important parts of the process is to provide ACCURATE contact information. On the audition day you will be asked to provide YOUR non-school email address if you have one AND/OR your parent's email address(s) and phone number(s). Important updates and information will be delivered primarily via school play webpage, email and the Remind app throughout the entire process. Please be prepared to provide both. If you do not give us your accurate contact info you may miss important information regarding auditions and callbacks or schedule changes.

We will also be utilizing the school play webpage and "Remind" app for communications via text, email or the app. See the school play website for more information regarding how to sign up for "Remind" to get the updates.

SCHOOL MUSICAL WEB ADDRESS: <https://www.crsd.org/domain/3662>

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### **Actor Auditions:**

Auditions will be held on **Friday January 28 from 5:45 pm to 9 pm.**

Please plan on being there for the full 3 hours. We cannot guarantee you will get out before 9 pm.

For your audition you will need fill out the audition sheet and prepare 16-32 bars (about one minute) of a Broadway song to be sung acapella (without music). The audition song should NOT be a song from the musical we will be performing. Remember Disney shows such as Frozen, Lion King, Aladdin, Mary Poppins have all been or are currently on Broadway. **DO NOT SING POP SONGS** and **NO ADELE**. Also avoid performing songs that include monologue, dialogue, rap, etc. We want to hear **SINGING**.

Additionally, please come ready and dressed to DANCE! We will be doing a short "movement call" before you sing. Ready to dance means clothes and shoes you can move in. No heels, and no boots, please! Dance shoes are not required.

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### **Callbacks:**

Callbacks will be on: **Wednesday, February 2nd from 6pm - 9 pm.**

Again, please plan on being there the full time. We will send out the callback list and instructions a few hours after auditions. **IF YOU DO NOT GET A CALL BACK, IT DOESN'T MEAN YOU ARE NOT IN THE SHOW. IT JUST MEANS YOU'RE SO AWESOME THAT WE ALREADY KNOW WHAT ROLE WE ARE CASTING YOU IN.**

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## **Cast List:**

The Cast list will be posted on the HMS website under Activities/School Play webpage by **5 pm on SUNDAY JANUARY 30<sup>TH</sup>.**

### *Important Casting Reminders:*

1. ALL Parts are open to ALL People.
  2. All casting decisions are made by Mrs. Barson, Molly Barson. If we hear talk or bullying of your fellow cast mates about casting, you will not be allowed to participate in the show. We take this VERY seriously.
  3. The shows will NOT be double cast. Each role will be played by the one actor that was cast in that role.
  4. If you will not be happy in the ensemble, do not audition. Everyone should be happy with any part they get. We make every effort to have each kid have their "moment" to shine!
  5. We expect a high level of excitement and dedication to put on our shows. We need you to be focused and active participants at every rehearsal to make this show great!
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## **Stage Crew:**

If you want to be in stage crew... you are in. No experience necessary, but we expect the same level of commitment and excitement as the actors. Stage crew members do not need to attend the auditions and call backs. If you are interested in joining stage crew just show up at the first rehearsal on **Friday February 4, 2022.** Rehearsal schedule for stage crew generally follows the same as the actor's schedule but we may have a few stage crew only rehearsals. Any questions regarding the stage crew should be directed to Mr. Vaughn at [gvaughn152@gmail.com](mailto:gvaughn152@gmail.com) or through the REMIND APP.

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## **Commitment Contracts:**

Commitment Contracts are attached and will also be posted on the school's webpage to download, print, read and sign by you AND your parent(s)/guardian(s). **ALL ACTORS AND STAGE CREW MUST COMPLETE THE CONTRACT AND SUBMIT A COMMITMENT FEE.** Once the cast list has been posted, it becomes the student's responsibility to return a signed contract to Mrs. K. or Mr. Vaughn. The contract is an agreement between the student and the HMS Drama Club, which outlines his/her commitment to faithfully attend rehearsals and work to the best of his/her ability. Commitment fees

are collected at this time as well. Contracts and fees are both **due on or before Friday February 25<sup>th</sup>, 2022**. If a cast member fails to turn in their contract and commitment fee on time, he/she may forfeit their role in the show. If the commitment fee poses a financial hardship for a family, kindly speak with the Director, Paula Barson ([paula.barson@comcast.net](mailto:paula.barson@comcast.net)). Scholarships are always available.

### **Commitment Fee:**

Holland Middle School Drama club asks each member of the cast and crew to submit **a Sixty Dollar (\$60) commitment fee**. **Cash only** will be accepted. Unfortunately, we do not have a timely manner to deposit checks. A receipt may be given if specifically requested.

This fee is due the same day you turn in your signed contract, **on or before Friday February 25<sup>th</sup>, 2022 (PLEASE DO NOT SUBMIT ANY FEES UNTIL YOU TURN IN YOUR CONTRACT. THE COMMITMENT FEE IS NON-REFUNDABLE)**. This fee is used for a variety of purposes. It supplements some costume rentals, scenery and set building costs, a show T-Shirt for each member, Drama Club family dinners on performance days. There may be additional minimal costume and makeup costs that each student will need provide individually in addition to the commitment fee. Information regarding any potential additional costs will be distributed when a costume and makeup list is finalized.

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### **Rehearsal Schedule:**

**PLEASE NOTE THAT THE ATTACHED REHEARSAL SCHEDULE IS CURRENTLY TENTATIVE. THERE ARE A LOT OF MOVING PARTS THAT WE ARE WORKING THROUGH WITH THE DISTRICT REGARDING WEEKEND BUILDING USAGE. WE WANTED TO GIVE EVERYONE A SENSE OF THE TIME COMMITMENT REQUIRED FOR THE SHOW. DATES MAY SHIFT ON SATURDAYS AND SUNDAYS DEPENDENT ON WHAT THE DISTRICT APPROVES. WE HOPE TO HAVE THIS SQUARED AWAY SOON! ANY CHANGES WILL BE MADE TO THE WEBSITE REHEARSAL SCHEDULE CALENDAR AND NOTIFIED THROUGH REMIND. PLEASE BE SURE TO SIGN UP FOR REMIND TO GET TIMELY INFO!**

**Mandatory First Meeting and Read Through for all participating CAST ONLY:**

**TBD**

After this mandatory first meeting, cast members are expected to rehearse their roles until the first full rehearsal on the schedule. Get together with friends, practice your parts together, sing together, HAVE FUN and be prepared to work once rehearsals start.

**Mandatory First Meeting for all participating STAGE CREW:**

**Friday February 4<sup>th</sup> 2022 5:45pm - 8:30pm**

## **Full Rehearsals for the CAST AND CREW will begin:**

**Friday February 25<sup>th</sup> 2022 5:45pm - 9pm**

For every rehearsal be sure to eat a healthy dinner and get all homework/studying done before rehearsal and bring a refillable water bottle.

On occasion rehearsals may be added and cancelled. They will be communicated through Remind and updated on the website schedule.

**Please see the website for the full schedule of rehearsals, mandatory rehearsals and performances.**

Rehearsals will always begin on-time. Rehearsals will RARELY end early and we will use the full scheduled time. The expectation is that your ride will be ready to pick you up at the scheduled end of rehearsal time.

Pick-ups are in FRONT of the school only please. All students must have a ride after rehearsal. No Student will be permitted to walk home.

Students who remain at school more than 10 minutes after the scheduled end of rehearsal more than three times MAY BE ASKED TO WITHDRAW from the production.

## **Attendance Policy:**

**Every part from a lead to ensemble to stage crew is important. It is imperative that every member of the cast and crew make the effort to be at every rehearsal and performance. We understand there are conflicts with other commitments. However, it takes the entire cast and crew to put on a spectacular show. The attendance policy below outlines our expectation regarding participation in this activity.**

- Students who are absent from school due to illness are excused if they miss a rehearsal on the day of their illness.
- Saturday and Sunday rehearsals are not optional. If a student has a conflict on a Saturday or Sunday rehearsal day, it must be communicated in writing to one of the directors prior to the absence or lateness. **Any known conflicts must be added to the Signed Contract.**
- Any student who has more than three (3) unexcused absences must meet with the Director to determine his/her continued participation in the production.
- Students who miss a blocking rehearsal MAY be prevented from performing in that scene.
- Any absence other than illness is not permitted within the last three (3) rehearsals and performances. **NO EXCEPTIONS.**
- Even if excused, absence during the last three (3) rehearsals and ALL performances may cause partial or total exclusion from scenes or the show.
- Any cast or crew member with more than (8) full absences (Approx. 20%), whether excused or unexcused, will not be permitted to continue with the production.
- Attendance notes and notifications of planned absences should be sent to Mrs. Barson (Actors) or Mr. Vaughn (Stage Crew) via email or the remind app.

- The directors reserve the right to reassign roles. or assign an understudy as needed if a cast or crew member is habitually absent or missing during critical blocking, choreography or music rehearsals.
- Please note that we are willing to work with cast and crew members and their other commitments, within reason. COMMUNICATION IS KEY. Please reach out to Mrs. Barson (Actors) or Mr. Vaughn (Crew) with any conflicts, missed rehearsal time, either full or partial. We want as many kids as possible to be able to perform and work backstage.

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### **Cell Phone Policy:**

So that all cast members maintain focus during rehearsals, smartphones/smart watches/tablets will be put away during rehearsal times. Company members may not accept calls/texts during rehearsal times except during snack or lunch breaks. This is to protect the integrity of the company and student safety, particularly when changing clothing is required. If students are caught using their devices during a rehearsal time, the device will be taken and given back at the end of the rehearsal. Repeated cell phone use outside the permitted times will result in ALL cell phones being secured and stored by the directors at the beginning of every rehearsal and given back at the end of rehearsal. If a student cannot be separated from his/her device, this activity is not for them.

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### **Performances Days:**

Exact call times will be provided a few days prior to the show performance days. Here are a few reminders about the performance days:

- **Plan on spending the entire performance days at school.**
- **Cast and Crew will NOT return home after the matinee performance on Saturday. Cast and Crew members and designated volunteers ONLY will be allowed backstage and in cast and crew designated areas only. NO EXCEPTIONS.**
- **This is for reasons of safety and to maintain the integrity of the theater.**
- **Students must be picked up by 30 minutes following the closing curtain of the performance and all electronic devices will remain off and stored during the performance nights and Smartphones/tablets/cameras are NEVER permitted in the dressing areas.**

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### **Show dates:**

#### **MANDATORY REHEARSALS**

**Tech Week Tuesday May 30th to Thursday June 2nd**

#### **MANDATORY PERFORMANCE DAYS:**

**Saturday June 4<sup>th</sup>, 2 pm and 7 pm**

**Sunday, June 5<sup>th</sup> 5 pm.**

**House opens at 30 minutes-ish prior to curtain.**

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**VERY IMPORTANT:**

**If you know that you cannot commit to attend the **Last Three (3) Rehearsals starting May 30<sup>th</sup> and ALL performances for the entire scheduled times**, you will not be able to participate in the show this year.**

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**Tickets:**

Information about tickets will be distributed as we get closer to performance dates.

**WE ARE VERY EXCITED AND LOOK FORWARD TO WORKING WITH EVERYONE THIS YEAR.**

**THANKS, The Creative Team**