



MIS Drama Club Crew Information

Students,

Thank you for your interest in MIS Drama Club as a prospective member of CREW for the production of *Bestest Bedtime Stories (As Told by Our Grandpa) (He's Silly)*. Please be aware that students auditioning for MIS Drama Club must choose either CAST or CREW; students who do not make the CAST may not join CREW as an alternative and vice versa. This informational sheet should be read together by you and your parents/guardians. If you are still interested, you will need to pick up the MIS Drama Club CREW Audition Packet. ***Packets will be available during lunch periods on Tuesday, Wednesday, & Thursday, December 10, 11, & 12. They will be located outside the OFFICE on a display table.***

Twenty-six (26) Crew members will be selected on the following criteria:

1. The audition packet (*see 1-3 below*) is neatly completed correctly and submitted to the student's Homeroom teacher by the due date (December 20th, 2019).
2. Teacher recommendations – scores and comments.
3. Available positions in CREW

A completed audition packet will contain:

1. Completed *Student Information Form*.
2. Two (2) *Signatures* from MIS teachers
3. Completed *Permission Form* signed in ink by both student & legal guardian.

CREW Positions, Number of Positions to be filled, Description, Duration of attendance. Please be aware that managers of each crew department will report to every rehearsal:

- **Stage Crew Manager and Assistant Stage Manager-** Reports directly to cast director, manages entire running crew, assists with lines (Practice starts immediately)
- **Running Crew-** Make sure that actors get on stage at the proper time, in charge of a specific group of actors, make sure curtains stay shut (Practice starts early to mid February)
- **Sound Crew-** operates and labels soundboard/runs laptop for sound cues and labels microphones (Practice starts mid February)
- **Lighting Crew-** Operates light board and helps with design (Practice starts early March)
- **Props Crew-** In charge of certain props for actors, makes sure they are put in proper spots on stage and behind stage (Start early to mid February before performance)
- **Scene Crew-** Help create sets, help with scene changes (Start mid to late February)

- **Costume Crew-** Collaborates with director on costume ideas, keeps all costumes in order, distributes costumes on dress rehearsals and performance days (Starts early March)
- **Hair and Makeup Crew-** Collaborate with director on hair and makeup ideas/ helps apply hair and makeup on performance dates (Starts early March)
- **Advertising Crew-**Helps design program and flyers, distributes flyers (Starts late February)
- **Ushers-** Greet guests, collect donations on night of performance, help find seats for guests (Starts one week before performance)

Practices will generally be held on Mondays & Wednesdays from 2:30-4:30 in the MIS Commons. **Please, see attached schedule for there are some weeks with MIS event conflicts where practice dates may change.** Students will report to the Commons at dismissal and attendance will be taken. They will then have a quiet 25 minute period to have a peanut-free snack and/or study before reporting to the stage to be ready to rehearse the play at 3:00. 5th grade students involved in band or choir will join us at 3:30. Participating students are required to have reliable transportation arrive promptly by 4:30 P.M. for pick-up. Students whose rides arrive 10 minutes or more after practice ends will be dismissed from Drama Club if it occurs a second time.

Involvement in Drama Club is intended to be an enriching and enjoyable experience. Like any other MIS club or sport, this is a school activity, so all participants are expected to follow the three Rs and be Respectful, Responsible, and Ready. As stated in the handbook those on the wrestling and volleyball team are not allowed to audition for cast or crew. Drama Club is a team activity and students are expected to be reliable and do their best to create a fantastic production of *Bestest Bedtime Stories (as Told by our Grandpa) (He's Silly)*.

An informational meeting will be held for parents and guardians in January after Cast and Crew members have been selected. Please direct any questions to Ms. Allison: aallison@min201.org or visit misdramaclub.weebly.com