

Sunset Hills Drama Club

NEWSIES Jr. STAGE CREW APPLICATION PACKET

All **6-8th grade students** interested in being a member of the Stage Crew for the musical *Newsies, Jr.* must complete the following form and return it by **Friday, September 16th** to the front office. **Because of the number of students interested, NO LATE APPLICATIONS will be accepted.** Requirements include a completed application with parent signature. Based on the application review process, a crew will then be selected for this year's show. Crew members will be announced on the official Cast and Crew List that will be posted in the Newsies Schoology Group and the Music Room on Monday, September 26th.

Please take into consideration that this production is a **MAJOR** time commitment for all involved (Staff, Cast, and Crew) and we do expect a high level of dedication. **Only those with real interest and responsibility should apply.** All crew members will be held to the same commitment levels and academic and behavior requirements as the cast.

MANDATORY PARENT, CAST & CREW MEETING

For your convenience, the production team has scheduled two separate meetings with the same content to accommodate busy schedules. Both meetings are scheduled on **Tuesday, 9/27 at 3:30 and 5:30pm**, and **cast/crew members are required to attend one of these meetings with a parent/guardian.**

SCHOOLGY

Schoology is Dysart's Learning Management System. ***Please note this is our only method of group communication for our production. If you do not wish to check Schoology regularly, you should still be able to receive an email with updates to the address associated with your Parent Portal account once you join the group (you can confirm this in your Schoology settings). Students will be required to access Schoology regularly to access audition and rehearsal materials, and important information.***

Instructions for Accessing Schoology on Computer - Go to dysart.org, click the "PARENTS" header, and in the "TOOLS" section, click "SCHOOLGY." Once you are logged in with your Parent Portal credentials, click on the "GROUPS" tab, click "MY GROUPS", then click "JOIN GROUP" to enter the code below. Students will be added automatically when they submit their Audition Packets (parents must request access). Students must also gain direct access to our Group using their regular school login credentials.

Instructions for Accessing Schoology on Mobile Device - Download the free Schoology app. When opening the app on your smartphone for the first time, you will not create a new account. Instead, choose to login using an existing organization, and search/select Dysart. Then you will use your Parent Portal credentials to login, and follow the same steps from the "On your computer" procedures above. If your student has their own mobile device, they can access Schoology in the same manner using their regular school login credentials

CODE FOR NEWSIES GROUP (include the dashes):
K644-THHB-PB9JK

REHEARSALS

Table Read (or "Read-Through Rehearsals") with the full cast and crew will occur after school on **Wednesday, 9/28 AND Thursday 9/29** (from 3:15-4:30 both days). ***All cast and crew members must attend these rehearsals.*** Most of the Crew will then have no rehearsal responsibilities until early December when we will

begin meeting to plan, learn their jobs, organize props, etc. At that point, the Crew will begin regularly attending rehearsals beginning in January. Two positions within the Stage Crew have additional responsibilities before December. The Assistant Stage Manager and Sound Tech Assistant should plan to begin attending rehearsals in October (check the monthly calendar or “call sheet” for those days).

SHOW WEEK - February 20-25

Stage Crew must be available **all day and evening** on Monday 2/20, every night of that week, and **all day and evening** on that Saturday. *This includes the President’s Day Holiday. **If you cannot attend ALL of the above dates, please do not apply for a Stage Crew position.***

ABSENCES

Regular attendance at rehearsals is a key component of any production’s success. If students/families cannot commit to the rehearsal schedule, they should not audition for our show. Please indicate all anticipated or regular absences on the provided Conflict Calendar. If a future absence is unavoidable, please email Mrs. Blunier at keri.blunier@dysart.org as soon as possible to have them excused. Multiple excused absences may require a parent/student conference, if the cast/crew member is not keeping up with learning the show. Unexcused absences (e.g. “I forgot,” “I didn’t know I was supposed to be there,” “I just didn’t feel like going,” etc.) will be addressed as follows:

- 1 unexcused absence: verbal warning
- 2 unexcused absences: conference with student & parent
- 3 unexcused absences: removal from cast/crew

Generally, students may participate in other after-school activities (e.g. clubs, sports) and split their time (50/50) with rehearsals on days where there are conflicts. No conflicts or time sharing is allowed for any rehearsals indicated as “No Conflict” on the rehearsal calendar for all Cast and Crew members.

PRODUCTION DETAILS

REQUIRED FEES:

- **Stage Crew:**
 - **\$65 to Community Education due October 7th (paid online). Families with more than one sibling in the show will only be required to pay \$35 for each additional child.**
 - **\$20 Production Fee due November 4th (cash or check to Sunset Hills PTO). This includes a show script and show t-shirt.**

Students with fees not paid in a timely fashion will be unable to participate in our production. Payment plan options may be available on a case by case basis (please speak to a member of the production team to inquire). All fees are non-refundable.

SCRIPTS: All crew members will receive a script for the show. Scripts must be brought to every rehearsal. Any crew member who loses their script will be required to purchase a replacement for \$10.

CLOTHING: The Stage Crew, otherwise known as “stage ninjas,” works very hard to perform their tasks completely out of view of the audience. Accordingly, **all crew members must dress in all black clothing for production week.**

Please complete this application in its entirety. Incomplete applications will not be considered. We look forward to your participation in our production!