



Madrona Children's Theatre

Nurturing the intellectual, artistic,
and personal development of our
Madrona community through
performance opportunities and
extraordinary theatre experiences.

Key Dates for Madrona Children's Theatre

Auditions

- Monday, November 18, 2019, 4:00pm – 6:00pm: Actors wanting to audition for an Ensemble or Small Role, and DHH. (sing 4-5pm, dance 5-6pm)
- Tuesday, November 19, 2019, 4:00pm – 7:00pm: Actors wanting to audition for a Medium or Large Role. (sing and monologues from 4-6pm dance from 6-7pm)
- Friday, November 22, 2019 4:00pm-7:00pm: Call backs

This year MCT introduces a new program in which actors interested in a Chorus role will not need to audition. There will be a "Big Apple Chorus", and these participants will rehearse only one day a week once regular rehearsals begin in January through early March - all actors are expected to be available for Tech week. **This option will be offered at \$100 rather than the \$150 dollars required for other roles, and they will not need to rent scripts.**

ART CONTEST - The art contest deadline was October 31st this year, so a choice can be made for the art as soon as possible. This must be ORIGINAL student art, black and white with ONE other color relating to the show. Please try to keep in mind that the art will be used for tee shirts and bags as well as on the program, so it should have strong bold lines to translate well to the needed media.

CAST LIST:

Cast list will be posted on the website ASAP. The cast list will also be emailed to all actors who have auditioned.

Tech Week Dates

Move into Mountlake Terrace High School: Saturday February 29th (save the date, we need volunteers!)

Rehearsals move to Mountlake Terrace High School on Monday March 2nd, 4:00pm – 9:00pm

- Students will take a bus from Madrona on full school days.
- Meals will be provided by MCT on full school days
- Half days MCT will **not** provide dinner or transportation to MTHS.

Special MANDATORY Weekend Rehearsals (to be confirmed in the near future)

- Costume Parade Day Saturday 2/22/20 (either an AM or PM timeframe)
- Orchestra Rehearsal Day Saturday 2/29/20 (either an AM or PM timeframe)
- Weekend Tech Rehearsals 3/7 **and** 3/8 (either an AM or PM timeframe)
- There will be volunteer needs on weekends as well in January – March for Sets and Costumes

Performance Dates

Cast A: Thursday 3/12/20– 7pm

Cast B: Friday 3/13/20 – 7pm

Cast A: Saturday 3/14/20 – 2pm and 7pm

Cast B: Sunday 3/15/20 – Noon and 5pm

All Cast Party: Date TBD

Resources

- Madrona Bear Facts:
<http://www.madronabearfacts.com/student-activities/madrona-childrens-theatre/>
- Facebook Page: MCT Annie <https://www.facebook.com/groups/404962513727994/>
- Parent Group: MCT Weekly email Updates
 - You must first register for Office Notes at MadronaBearFacts.com
 - Notify Nikki Glaros you need to be added to MCT Mail list MCTProducer2020@gmail.com
- MCT Rehearsal Calendar: <http://www.madronabearfacts.com/calendar/events-calendar/>

Introduction

Welcome to Madrona Children’s Theatre! We are excited to have you participate in our show. Each year students, parents, teachers and volunteers from our Madrona Community come together to create an amazing theater experience for both participants and our audience.

Our cast and backstage crew come from the student body of Madrona K-8. All students in 4th – 8th grade are eligible to participate in the show as Actors. 6th – 8th grade students are eligible to participate in stage crew. Parents and community volunteers work with our students to make the show come together.

Madrona Children’s Theatre (MCT) is an organization operating within the Madrona Integrated Team, a Washington State registered not-for-profit Corporation, recognized under U.S. Internal Revenue code 501c3.

Mission Statement

Madrona Children’s Theatre provides theatrical experiences for all students who want to participate, enhancing their self-esteem and helping to promote and develop each child’s belief in his/her own unique blend of abilities. Our intention is to provide continuous learning, with the educational process being as important as the finished product.

History

Madrona Children’s Theatre began in 1992. It began with the goal of producing a professional theater experience / production with children at Madrona K-8. Since then shows have included: Tom Sawyer, Once Upon a Mattress, Beauty and the Beast, Grease, Cinderella, Shrek, Seussical, Wizard of Oz, Willy Wonka, James and the Giant Peach and Honk to name just a few.

Madrona Children’s Theatre now has two casts each year, doing three shows each for a total of six shows. Cast and Stage Crew typically includes over 100 students supported by over 100 parent and community volunteers, a creative team and production team.

Our Show

In 2020 we will be performing *Annie*! With equal measures of pluck and positivity, little orphan Annie charms everyone's hearts, despite a next-to-nothing start in 1930s New York City. She is determined to find the parents who abandoned her years ago on the doorstep of a New York City Orphanage that is run by the cruel, embittered Miss Hannigan. With the help of the other orphans, Annie escapes to the wondrous world of NYC. In adventure after fun-filled adventure, Annie foils Miss Hannigan's evil machinations... and even befriends President Franklin Delano Roosevelt! She finds a new home and family in billionaire, Oliver Warbucks, his personal secretary, Grace Farrell, and a lovable mutt named Sandy.

Annie is the perfect family-friendly musical and has plenty of roles for our Madrona actors both male and female!

Theatre Administrative Board (TAB)

The Theatre Administrative Board for Madrona Children's Theatre is responsible for general oversight of MCT. Duties include, but are not limited to:

- Director and Producer appointing
- Approval of Creative Team and Assistant Producer hiring
- Approval of Director's show selection
- Review and approval of annual budget
- Ensuring MCT decisions and activities are consistent with MCT Guidelines (to view MCT Guidelines in full please see MCT website, at <http://www.madronabearfacts.com/student-activities/madrona-childrens-theatre/>).

Current members of TAB:

- Karen Knight – MCT Producer
- Nikki Glaros- MCT Producer
- Laura Steiner and Amelia Carlson – MCT Co-Producers (Volunteers)
- Jessica Guthrie – MCT Treasurer
- Sarah Reece – MCT Parent-at-large
- Tiara Johnson - MCT Parent-at-large
- Brian Beaky - MCT Parent-at-large
- Gina Gale - MCT Parent-at-large
- Kathleen Hodges – Madrona K-8 Administration Representative
- Kristi Vernon – MIT Board Representative
- Sarah Portugal – MIT Parent-at-large
- Brad Proffitt – M/S Teacher Representative
- M Wellman – Intermediate Teacher Representative
- Hillary Hubacker – DHH Representative

MCT Creative and Production Team

- Producer – Karen Knight
- Producer – Nikki Glaros
- Co-Producers – Laura Steiner & Amelia Carlson (Volunteers)
- Treasurer- Jessica Guthrie
- Director – Dorothy Pierce
- Assistant Director/ Stage Manager – Peter Davies
- Music Director – Mark Press
- Assistant Music Director – Nancy Press
- Choreographer – Laura McFarlane

Students

Madrona K-8 works each year in collaboration with the Madrona Children’s Theatre (MCT). As with any extra-curricular activity, there are requirements for participation and expectations of upholding the responsibilities involved. To ensure that participation in the musical is a positive learning experience for all, we require parents and students carefully read through the responsibilities and expectations and to sign the **Student and Parent Contract** forms agreeing to the school and the production company’s expectations. This applies to all levels of participation, including stage crew, sound crew, etc. If an issue does arise, please remember that *it is always our desire to try to remedy all problems and prevent the removal of a student from the production.*

Please read through this information and the form carefully with your student. Your signatures assure us that both of you understand and agree to the rules of participation. These forms must be completed along with all other forms in the [on-line audition packet](#) prior to auditions. Participations Fees can be turned in prior to auditions in the **MCT** box located inside the main office. Fees will also be accepted at auditions and also online for the first time this year. Watch for the link coming soon.

STUDENT EXPECTATIONS:

Attendance at School and Rehearsals:

- Attendance at rehearsals is crucial to the success of our shows. We cannot coordinate the schedule to allow for other activities and appointments.
- After a student’s third absence, (for reasons other than illness) contact will be made with the parents and notification of possible removal from the production will be given. Students who are continually tardy to rehearsals or school will be reviewed for possible removal as well. **Tardiness is unacceptable.**
- Absences from rehearsals due to other extra-curricular activities that are not pre-approved by the Director may be considered unexcused and should be discussed with the Director as far in advance as possible. For pre-approval talk with the Director at audition time.
- **All extra-curricular activities must be noted on Audition Form.**
- Students must attend a full day of school on the performance dates unless they have prior permission from administration.

Student Responsibilities:

- Complete all homework assignments on time
- Learn assigned lines within the timeline assigned by the Director
- Be on time and sign in and out
- Follow directions, especially to be quiet and respectful when instructions are being given, and while fellow actors are rehearsing their lines
- Bring own snack to rehearsal (to be eaten only in designated areas during rehearsal breaks)
- Be **respectful** of fellow actors, volunteers and teachers at all times
- Have fun!

Parents/Volunteers

By allowing your child to participate in this production, you agree to:

- Have your child to all scheduled rehearsals and performances on time.
- We take your child's safety very seriously. Students may not leave the rehearsal area without an adult. Please do not ask your child to sign out on his/her own and wait for you in the parking lot.
- Be on time to pick up your child. Parent volunteers CANNOT leave rehearsals until all students have been picked up by a parent or appointed adult. Please be respectful of their time and be on time to pick up your child from rehearsal at the scheduled time. Students are responsible for signing out of rehearsals
- Volunteer to the best of your ability during rehearsals and tech weeks. (MCT will work with you to find volunteer opportunities that accommodate your schedule and specific needs.)
- Turn in all scripts and music at the end of the production. **Parents will be charged a \$25 fee for unreturned or damaged scripts.**
- Treat all production staff, cast and crew with **respect**, following the Madrona Behavior Expectations in all communications (verbal, written, signage and electronic) and model respectful and responsible behavior at all times.
- Voluntarily support MCT fundraisers – auction, advertising and concessions (support is appreciated, but not mandatory for participation).
 - a. Auction: During each show there is a live auction and silent auction. Parents are asked to donate items for these auctions (this can be something you make, buy or solicit from a local business).
 - b. Advertising: Local business can advertise in our MCT program. If parents are comfortable, we ask that they help procure advertisers from businesses they frequent.
 - c. Concessions: Each family is asked to donate either three dozen baked goods or a case of bottled water to be sold at show concessions.
- Bring all concerns to the producers. They can't resolve issues they don't know about!

Over 2500 volunteer hours are needed to make our show come together each year! We understand each family has other commitments – work, school, sports, church, family time, etc. We also know we can't do this without you. We ask, but don't require, each family to volunteer a minimum of twenty five hours with MCT. This may seem like a lot, but a little here and a little there adds up quickly. And we have fun!!!! So whether you prefer to do projects from home, can only help on weekends or have limited time to commit until show time, we will work with you and your schedule.

Casting

Casting a show is never easy, especially with the wide variety of talent in our school. Many different criteria are used in making casting decisions including: talents demonstrated at auditions, previous experience, dedication and availability, and how the cast all fits together. It is the job of the directors to find the best performers to fit each role and the best role for each performer.

Preference is given to 7th and 8th grade students in the casting of significant roles, **but is not guaranteed**. Roles are chosen based on the fit for an actor and availability. Girls may be cast in male roles.

Although the first cast list will be posted ASAP the actual final cast will not be decided until the end of December. Sometimes actors choose not to participate in the play after casting has been decided. Because of this you may be asked to move to the other cast or fill a different role. All decisions are made by the Creative Team and are final.

Expenses

The participation fee has increased this year, due to ever increasing costs such as theater rental etc. For the 2019-2020 season the fee is \$150 for the first child and \$75 for each additional child. (The exception to this is the Chorus role, at \$100)

Fee includes direction from MCT's Creative Team, bus transportation from Madrona to Mountlake Terrace High School during Tech Weeks (except on Early Release days), dinner during Tech Week, a costume bag and for the first time this year a tshirt for each actor! Full or partial scholarships are available by application.

Payment is due at the time of auditions. Families may choose to pay the entire fee up front or choose a payment plan. First payment of \$75 is due at the time of auditions and the second payment of \$75 is due on January 10, 2020. **Please complete the Payment Plan Form indicating which option you prefer and bring it to auditions with payment.**

Other Expenses

Costumes

You will find that you may need to provide shoes, socks, pants, or shirts for some costumes. Feel free to buy costume pieces at a Thrift store. You may be asked to pay for shoes which need to be a specific style and color. Shoes usually run between \$18 and \$30. There are also a limited number of shoes that can be "rented" for a small fee, \$5. We try to equip as many actors as possible but usually ask that actors provide an under layer to enable quick changes backstage with no embarrassment. Details will be provided by the costume department.

Other Optional Expenses

None of these purchases are necessary in order for your child to participate in this production except for the costumes. All of these purchases support the Madrona Children's Theatre and help to pay for the overall expense of putting on our production.

Additional T-Shirts / Sweatshirts -

This production will have t-shirts and sweatshirts printed with the production's name on it and a list of the student participants on the back. These cost approximately \$16 to \$40.

Tickets -

You will need to purchase tickets to see your child in this year's production. Ticket prices are \$13 for adults and \$8 for children presales. Ticket prices will go up at the door to \$15 adult, \$10 children, to encourage presales.

Tech Week Buses / Dinners -

Tech Week is the 2 weeks prior to the final production days. Students will be bused from Madrona to Mountlake Terrace High School's theater to rehearse the production, except on early release days. The cost of busing and food is included in the fee this year.

For those receiving a scholarship, we ask for a \$25 fee to cover busing and food. On early release days we will not be providing dinner for the students.

Snacks -

During Tech week and all shows there will be snacks and drinks available backstage for kids to buy. The costs range from \$0.50 to \$2.00. MCT runs concessions backstage. There are healthy snacks as well as treats and we do our best to provide gluten free options whenever possible.

Photos -

Photos will be taken of your child for the production. These include headshots displayed during our shows and photos of the cast in their costume during Tech week and Dress rehearsals. These photos will be available online for you to purchase after the production is over.

Parent Sponsorships in the Programs -

Every production has a program that is handed out to everyone going to the play. You can put a small Ad in the program congratulating your child on being in the play. Ads run about \$40. Businesses can also support MCT by purchasing advertising space. Ads run \$70 for business card size; \$140 for ¼ page, \$225 for ½ page and \$300 for a full page. We appreciate the support from both local and Madrona family owned businesses.

Gift Basket / Raffle Items -

Each year MCT raises money with a silent auction and raffle. Parents are **asked** to provide donated items for baskets and to provide raffle and auction items. This is 100% profit for MCT. If you can provide a large ticket item, please contact the Auction Coordinator. You will be provided with a gift receipt for your donation.

Total Expenses

Required Expenses

Participation Fee	\$150
Shoes	\$5 - \$25
Undershirt/Camisole	\$5 - \$10
Socks/Tights	\$5 - \$10
<u>Bake Sale contribution</u>	<u>\$5 - \$10 (3 dozen baked goods or a case of water)</u>
Total Required Expenses	\$170 - \$205

Estimated Optional Expenses – none of these items are required to participate

Tickets	\$50
Additional T-shirt	
/Sweatshirt	\$18 - \$35
Flowers	\$16 - \$36
Program Ad	\$40+
Donation to Auction	\$20
Auction purchase	\$20
Bake Sale purchase	\$5
Candygrams	\$15
<u>Snacks</u>	<u>\$20</u>
Total Optional Expenses	\$189 - \$226

Communications

MCT communicates with parents through email. Please be sure to sign up to receive MCT emails by sending an email to Nikki Glaros at MCTProducer2020@gmail.com

Rehearsals

The rehearsal calendar will be posted as far in advance and possible. Depending on the size of the role your child has you can expect 2 – 4 rehearsals per week. Rehearsals begin promptly at 4:00pm in the Commons and end at 6:00pm (they may go later as we get closer to the show.) During Tech Weeks at Mountlake Terrace High School rehearsals will go until 9:00pm.

Additional rehearsals for costume parade day and Tech Week will be on Saturdays and/or Sundays.

Please notify the Rehearsal Supervisor as soon as possible if your student will be absent from rehearsal. Students who have not attended school that day are **not allowed** to attend rehearsal.

Anticipated Rehearsal Schedule based on Role Size

- Big Apple Chorus 1 rehearsal per week
- Ensemble/Small Role: 2-3 rehearsals per week
- Medium Featured Role: 3-4 rehearsals per week

- Large Role: 4 rehearsals per week, sometimes 5 depending on progress and director's discretion

***Auditioning for a featured or lead role does not guarantee you will be cast in that role.**

Conflicts

Being part of a play comes with a certain level of commitment. Students cast in the play need to be fully dedicated to the show and rehearsal process, attending all scheduled rehearsals and performances unless excused. The contract outlines our expectations and requirements. Actors must attend all mandatory rehearsals.

We realize that students are involved in many different activities and actors will be allowed to miss some scheduled rehearsals due to listed conflicts **until our mandatory rehearsals in Feb/March**. Of course, they will be responsible for learning anything they miss (blocking, choreography) on their own time. **Students with numerous inflexible conflicts will not be considered for any leading or featured roles.**

Conflict with Audition times

The only reason(s) accepted for missing auditions are

- Previously scheduled family vacations
- Sudden illness

Please let producers know asap if this is looking likely and they will coordinate with the Director. You will be able to audition by sending in a video should this occur.

Planned Rehearsal Schedule:

Note: ALL Actors are expected to be TOTALLY OFF BOOK by the return to school on January 6, 2020. No exceptions!

Mon/Weds Cast should EXPECT to be called for rehearsals on Fridays when there is no school on the Mon.

December rehearsals:

Mon 12/2- **Both Casts** 4-5pm Music; 5-7pm Blocking in the Gym

Tues 12/3- **Both Casts** 4-5pm Music; 5-7pm Blocking in the Gym

Fri 12/6- **Both Casts** 4-6pm Blocking in the Gym to be confirmed as Martha's Vineyard is also this date.

Tues 12/10- **Cast B** 4-6pm Music (Band Rm)

Weds 12/11- **Cast A** 4-6pm Music (Band Rm)

Mon 12/16- **Cast A** 4-6pm Music and Walkthroughs in the Commons

Tues 12/17- **Cast B** 4-6pm Music and Walkthroughs in the Commons

Weds 12/18- **Leads From both casts TBD** 4-6pm

January Rehearsals: Casts will be split immediately! However, if a rehearsal is cancelled due to snow or unforeseen circumstances we may need to call both casts on the same day.

Mon 01/06- **Cast A 4-6pm** Music

Tue 01/07- **Cast B** 4-6pm Music

Wed 01/08- **Cast A** 4-6pm Choreo

Thur 01/09- **Cast B** 4-6pm Choreo

Fri- 01/10 **Leads TBD from Both Casts-** Music/Choreo

Mon 01/13- **Orphans?** Music 4-5pm Choreo 5-6pm

Tue 01/14- No Rehearsals due to Music Concert

Wed 01/15- No Rehearsals due to Music Concert

Thur 01/16- **Cast B 4-6pm** Blocking in the Gym with Dorothy

Fri 01/17- **Cast A 4-6pm** Blocking in the Gym with Dorothy

Mon 01/20- No School

Tue 01/21- **Cast B** Music 4-5pm Band room, Choreo 5-6pm in the Gym

Wed 01/22- **Cast A** Music 4-5pm Band room, Choreo 5-6pm in the Gym

Thur 01/23- Concert at Madrona so **TBD on lead/ small group needs.**

Fri 01/24- Early release - no rehearsal

Mon 01/27- No school

Tue 01/28- **Cast B** 4-6pm

Weds 01/29- **Cast A** 4-6pm

Thur 01/30- **Cast B** 4-6pm

Fri 01/31- **Cast A** 4-6pm

MCT Payment Plan Agreement Form

(Please turn in this form along with your headshot at your audition)

Actor Name: _____ Primary Phone: _____

Actor Tshirt size: (please state youth or adult, S/M/L/XL):

Parent Name: _____ Email Address: _____

Checks made payable to **MIT**

PLAN OPTIONS

- **Option #1** – *Payment in full, \$150 or \$100 for Chorus (\$75 sibling)*

Full payment due on your child's Audition date

- **Option #2** – *Write two checks*

First payment of \$75 (\$50 for Chorus role) due on Audition date (\$112.50 for families with two actors)

Second of payment \$75 (\$50 for Chorus role) due 1/10/20 (\$112.50 for families with two actors)

- **Option #3** – *Scholarship*

Full

Partial - \$_____ (Please indicate amount you wish to pay)

FOR OFFICE USE ONLY

Full payment _____ Scholarship

½ payment _____ ½ payment