

**Wolfpack Productions**  
**2019-20 Musical Handbook**



Music by  
ALAN  
MENKEN

Lyrics by  
HOWARD ASHMAN & TIM  
RICE

Book by  
LINDA  
WOOLVERTON

Originally Directed by  
Rob Roth

Originally Produced by  
Disney Theatrical Productions

Disney's Beauty and the Beast JR.  
Is presented through special arrangement with Music Theatre International (MTI).  
All authorized performance materials are also supplied by MTI.  
[www.mtishows.com](http://www.mtishows.com)

# EVERYTHING YOU NEED TO KNOW FOR WOLFPACK PRODUCTIONS BEAUTY AND THE BEAST, JR!

We are so excited for Wolfpack Productions 2020 Spring Musical, *Beauty and the Beast, Jr!* It promises to be an amazing show, building on the excellence that has been established over the past five years of the Trailside Middle School drama program!

This exciting show will provide many opportunities for our students, both onstage and as production crew. This packet will have all the information for those interested in participating as either cast or crew in this year's production..

## SHOW DATES:

### **Clocks Cast:**

April 17, 7:00 p.m.

April 18, 7:00 p.m.

April 25, 2:00 p.m.

### **Candlesticks Cast:**

April 18, 2:00 p.m.

April 24, 7:00 p.m.

April 25, 7:00 p.m.

- There will be 2 separate casts
- All cast members will perform at three of the performances.
- All run crew, lighting, and sound crew will participate as a team in all 6 performances.
- There will be stage managers and assistant stage managers assigned to each cast.
- Members of one cast will serve as understudies for the other cast and so must be available for all 6 dates.

## **AUDITIONS DATES/SIGN-UP:**

***November 11: 3:45 - 5:45 p.m.***

***November 13: 4:30 - 7:00 p.m.***

***November 15: 3:30 - 6:00 p.m.***

- Audition slots will be 15 minutes long.
- Please arrive 15 minutes before your scheduled audition.
- Sign up for a slot through Sign-Up genius.
  - Link: <https://www.signupgenius.com/go/60b0c49aaad23a3fa7-beauty>
- Register online for the audition by filling out the google form on the website with your contact information.
  - Link: <https://forms.gle/xG3dfD3E1JQYGykq7>
- On the google form you will be asked which roles you are most interested in auditioning for. You can indicate as many as you like. Make sure to indicate whether you're interested in being considered for the advanced dance ensemble. Also make sure to indicate whether you would be willing to accept any role offered to you or not.
- More detailed information about each character and ensemble in the show is available at the end of this handbook.
- For roles such as Lumiere, Cogsworth, Chip and Lefou we will consider both male and female actors.
- Auditions will be done in groups of 5 in the chorus room.
- Each student will sing individually and perform their monologue individually. The entire group of 5 will do the basic dance audition together as a group.
- The three directors will be present for the auditions and the auditions will be videotaped.
- Students should be picked up immediately following their audition slots to minimize noise and distraction for those waiting to audition.

***EVERY PERSON WHO AUDITIONS WILL BE CAST IN THE SHOW.  
THERE ARE NO CUTS.***

## **CALL BACKS**

A call-back will be held. This is a second round of auditions where students who are being considered for specific roles or who we need to see more from are asked to read scenes from the script in groups or may be asked to sing an excerpt from a song for a particular character. If invited to a call-back audition, your child **MUST** be able to attend. If they can not attend they may not be considered for the role for which they are being called back. Note that being called back does not guarantee a performer will be cast as a featured role. Students will need to stay the whole time if they are called back. We are planning two dates due to the typical number of

participants. Students may be called to one or both dates. The call-back list will be announced by mid-day on Saturday, November 16. Call-back material will be provided for preparation.

***November 18 3:30 - 6:00 p.m.***

***November 20 3:30 - 6:00 p.m.***

## **TECH CREW INTERVIEWS:**

Interviews for tech crew will be held in early December. We are waiting for building approval and will announce dates as soon as possible.

- Read the list of tech crew descriptions at the end of this handbook. Indicate in the google form which crew(s) you may be interested in helping with. If you are interested in being a lead sign up for an interview slot in the Sign-Up Genius listed below. Those interested in crew but not as a lead simply register online and attend our first crew meeting.
- Fill out the online google form to register for Tech Crew.
  - Link: <https://forms.gle/PrSpqpJtn1KoD9yBA>
- Select an interview slot in the Sign-up Genius when it becomes available.
  - Link: (to be posted on the website this week)
- Interviews will be for lead positions in the tech crew.
- Students who wish to help with tech crew but not be a lead can simply register on the google form and then attend the first crew meeting to be assigned to a team.
- **Students may not be on tech crew and cast.** However, there will be workdays where extra help is needed and cast members will be invited to participate, especially with painting, craft projects, and costuming.

## **REHEARSALS:**

Rehearsal Calendars will be posted online after auditions at the PTA website, [www.trailsidemiddleschoolpta.org](http://www.trailsidemiddleschoolpta.org), under the musical tab. In general, rehearsals will be Tuesday-Thursday 3:30 - 6:00 with Tech days on Fridays and makeup days on Mondays. Not everyone will be called to every rehearsal so please check the calendar weekly!

We will try to post a new updated schedule every Thursday for the following 2 week time period. Because these may include changes from previously published calendars please make sure to look over these calendars carefully every Thursday.

As we get closer to the show dates we will be calling everyone (cast and crew) to rehearsals for run throughs Tuesday-Thursday.

## **SNACK TIME:**

We will start each rehearsal with a short break/snack-time in the music hallway. Students should bring their own snack and water bottles following school guidelines for snacks/food. NO FOOD OR DRINK (aside from clear water) is allowed into the auditorium at any time.

All trash must be disposed of before entering the auditorium. We will leave the space as, or better than, we found it after each rehearsal.

## **TECH DAYS:**

Fridays are reserved for tech days. These are the days where we will be painting, making props, building sets, making costumes, etc. Sometimes these dates will be meetings for the lead crew or crew committees only. Sometimes they will be workdays where we invite all interested “helpers” to attend and work on a specific project. This would include cast members who are available and interested (and parents too!). Keep an eye on the weekly newsletters for these opportunities to help!

## **SUPER SATURDAYS/FANTASTIC FRIDAYS:**

We have three dates on the calendar which we call “Super Saturdays” (although one of them is on a Friday this year!). These dates are mandatory as they are our time to run the show in its entirety with the entire cast AND to finish the set build and other technical aspects of the production before tech week. Please keep the entire day open. Specific call times for each cast will be announced by the beginning of March.

**Saturday March 21**

**Friday March 27**

**Saturday March 28**

## **TECH WEEK:**

Tech week is the week of the show. This is a mandatory week of rehearsals where everyone is called and the rehearsals generally run from afterschool until 8 p.m. or so Monday, Tuesday, Wednesday and Thursday. The students will be fed dinner by the PTA volunteers for these four rehearsals. No one may miss tech week rehearsals.

**April 13, 14, 15, 16 3:30 - 8:30 p.m.**

## **ATTENDANCE:**

### **PERFORMERS:**

Rehearsals are mandatory and because of the ensemble nature of theatre it is important that we have everyone attend (except in the case of illness... if you're sick please do not come to rehearsal and share germs!). We are a team and if someone is missing it's harder for everyone else to learn their part. You must be available Tuesdays, Wednesdays and Thursdays from 3:30 - 6:00 p.m. although not every cast member will be call for rehearsal on every day.

### **CREW:**

Crew will be called for workdays, meetings and rehearsals based on which projects we are working on at the time.

*For instance, lighting crew may be called to a meeting in December to discuss the job responsibilities and get acquainted with the equipment. Then they may be called to a workday to learn more about lighting equipment and design. They then might be called to rehearsals to watch run throughs of scenes and discuss/plan ways to enhance those scenes with lighting. They will certainly be called more regularly in March as we approach tech week to begin practicing with the lightboard, learning the lighting cues etc. They will light the show for both casts so tech week and all performances are 100% mandatory.*

The number of rehearsals and workdays for each different crew will be different so make sure to keep an eye on the weekly schedules sent out on Thursdays.

***This is a place where students who have a busier schedule or multiple conflicts might be able to participate in the musical on a more flexible basis. Let us know what your conflicts are and we can work with you to find a crew that would be interesting for you and fit within your schedule.***

### **FOR ALL:**

***SUPER SATURDAYS AND TECH WEEK ARE 100% MANDATORY.***

On your audition permission slip please have parents list any and all conflicts for Monday-Friday 3:30 - 6:00 p.m. and performance dates January through April.

(Note that Monday conflicts are for our information only in the case we need to schedule make-up rehearsals).

We will do our best to work around conflicts declared on this audition form. However, please understand that ***we can not honor a repeating conflict during rehearsal hours*** (such as a sports team practice that runs weekly through the entire rehearsal season). Talk to us before auditions about any special circumstances you might have and we can let you know if it is a situation that can be worked around.

***Unexcused absences may result in a performer being removed from the production or not being blocked into the scene that is being rehearsed during the missed rehearsal. Missing or being late for 5 rehearsals may result in dismissal from the show.***

If you do miss rehearsal it is YOUR responsibility to check that day's rehearsal report and get in contact with the director to see what you missed.

## **GENERAL RULES:**

We will be developing our group rules with each cast but in general here are some basic expectations.

- Respect yourselves, each other, parent volunteers and your directors.
- Come prepared.
- Be quiet, humble and focused. Be good audience members.
- Attend rehearsals when you are called.
- Respect school property.
- Remain in the auditorium or other rehearsal space for the entire rehearsal. Students should not be leaving the rehearsal space to go to lockers or elsewhere in the school.
- Wear appropriate attire for movement and dance. Please no flip flops/crocs/dress shoes. Please wear pants that allow for movement. We will be stretching and warming up at the beginning of each rehearsal.
- No gum please - it is a safety hazard and not allowed in our auditorium.
- If you are going to miss rehearsal for any reason a parent must contact Ms. Emilie prior to the absence.
- Cell phones should stay in your backpacks during rehearsal (with sound off).
- We want to save our show and its wonderful surprises for the audience! Do not record or share rehearsal footage on social media without approval of the director.

## BEHAVIOR POLICY:

While we are all here to have fun and we expect that all of our cast/crew will be committed to being respectful team players, should a problem arise here is how we will attempt to find resolution.

- 1 - 1st problem - verbal warning to the student.
- 2 - 2nd problem - call home to parents and a written/emailed warning.
- 3 - 3rd problem - conference with student/parent.
- 4 - Continued issues may result in dismissal from the show.

## AUDITION REQUIREMENTS:

During the initial audition students are asked to perform a short monologue, sing a 30 second music selection and perform a dance combination. More details on each part are listed below:

### SINGING:

Students should come prepared to sing a selection from the musical. They may choose their own 30 second clip of the music or they may choose from the audition suggestions listed below. They may also be asked to sing a scale with the piano so we can note their vocal range and ability to match pitch with the piano.

We encourage students to memorize their piece and add some character/personality! It's a singing audition but it is an acting audition too!

If your desired character is not listed below, please prepare the ensemble song segment. Sheet music and song info can be found at [https://www.mtishows.com/broadway-junior/audition-central?show\\_id=1401](https://www.mtishows.com/broadway-junior/audition-central?show_id=1401)

Character:	Song:	Audition Cut: Measures: (if there is more than one set, please pick only one set)
Belle	Belle	7-15, 21-34, 128-158
	Home	6-75 (6-18), (21-40), (41-57), (58-75)
	Something There	77-92
Beast	Finale	8-21
Gaston	Mob Song	25-48 (sing all villager parts)
Lefou	Gaston	46-68



Silly Girls	Gaston	70-103
Lumiere	Be Our Guest	12-35
Cogsworth	Human Again	84-118, (Melody of 143-172)
Mrs. Potts	Beauty and the Beast	26-48
Babette	Human Again	66-82 (sing Madame Parts), (Melody of 143-172)
Madame De La Grande Bouche	Human Again	62-82 (sing Babette Parts), (Melody of 143-172)
Chip	Human Again	50-62 (sing all parts), (Melody of 143-172)
Ensemble	Be Our Guest	122-153
	Belle	160-179

### **MONOLOGUES:**

A monologue is a speech or conversation performed by one person on stage. Your monologue can be found from movies, TV shows, plays, books, monologue books or websites. We suggest that you pick a monologue that fits the character you are auditioning for or matches their intentions or mannerisms. (Could this be something that your character could say?)

### **CHOREOGRAPHY:**

#### **REQUIRED/BASIC COMBO:**

A basic choreography audition combination will be posted by Friday, October 25, with both a front view and a back view for students to learn. We are asking every student to learn the basic choreography combination. Don't worry if dancing is new for you! We will work on the choreography combinations at the audition workshops if you need extra help. Give it a try and see if you can add some performance and character into your choreography audition!

#### **CALLBACK/ADVANCED COMBO:**

This year we will be looking to cast a featured dance ensemble. These will be performers who are willing to learn and practice more difficult dance combinations and who may be featured either as a group or individually. We will be asking some students to attend callbacks to audition specifically for this ensemble based on their initial audition and whether they indicate an interest in

being considered on their audition application. Those students should learn the advanced or “callback” dance combination.

## **AUDITION WORKSHOPS**

There will be two audition workshops open to all who wish to audition. You can attend one or both. They are not mandatory but attending one is strongly recommended and the same material will be covered in each. We will go through all the music selections that are on the recommended list. We will teach the basic dance choreography combination. We will give tips on the acting/monologue portion of the audition, and we will discuss how students might introduce themselves at the audition (which is called “slating”).

These workshops will be held:

**Wednesday, November 6, 2019 3:30 - 6:00 p.m.**

**Friday, November 8, 2019 3:30 - 6:00 p.m**

## **PARTICIPATION FEES/PAYMENT**

The participation fees are \$185 cast, \$125 crew.

Participation fees help to cover the expenses related to the show including professional directors, audition workshops, sets/costumes/props, t-shirts for each participant, tech week dinners, the cast party, and an official script. Participant fees are non-refundable in the case a student drops out or is removed from the cast.

Online payment can be made in the school store tab on the PTA website. Payment may also be made by check to Trailside Middle School PTA with student name and cast or crew designation in memo section. Please bring any checks in an envelope marked "TMS PTA musical" to the front office.

***Financial assistance is available for those that may need it.*** Please contact the school’s parent liaison, Lisa Figueroa, [lisa.figueroa@lcps.org](mailto:lisa.figueroa@lcps.org) if there is a need for financial assistance. We don’t want cast/crew fees to prohibit any student from participation. Please don’t hesitate to reach out.

## COMMUNICATION

There are a variety of ways to find the information you need and please don't hesitate to contact our direction team if you have any questions or concerns.

PTA Website Musical Page: <http://www.trailsidemiddleschoolpta.org/content.asp?PageID=28>

Direction Team: [director@trailsidemiddleschoolpta.org](mailto:director@trailsidemiddleschoolpta.org)

Emilie Fletcher: Director

Catina Anderson: Assistant Director, Choreographer

Linda Cirba: Music Director

Amy Noble, TMS PTA Vice President: [vicepresident2@trailsidemiddleschoolpta.org](mailto:vicepresident2@trailsidemiddleschoolpta.org)

Parents of Wolfpack Productions Private Facebook Group:

[https://www.facebook.com/groups/wolfpackproductionsparents/?epa=SEARCH\\_BOX](https://www.facebook.com/groups/wolfpackproductionsparents/?epa=SEARCH_BOX)

Follow TMS Wolfpack Productions on Instagram: [@wolfpackproductions\\_tms](https://www.instagram.com/wolfpackproductions_tms)

### PTA Musical Committee

Amy Noble - PTA Vice President for the musical

Anne Jackson

Lori Connor

Gwen Meehan

Caroline LeCount

## PARENT VOLUNTEERS

It takes an ARMY to pull off a huge main-stage musical with two casts and over 100 students involved. We are asking each family to commit to at least one significant volunteer committee throughout this process. There are a wide range of volunteer needs to fit every skill set - these include graphic design, selling tickets, marketing/publicity, sewing, painting, crafting, hair/make-up or even helping supervise rehearsals (if you want a "behind the scenes" view!!)

We will be discussing volunteer opportunities further at our parent interest meeting and will have sign-up sheets and online sign ups at that point.

# Show Information:

## Synopsis:

Based on the original Broadway production that ran for over thirteen years and was nominated for nine Tony Awards, and the Academy Award-winning motion picture, *Disney's Beauty and the Beast JR.* is a fantastic adaptation of the story of transformation and tolerance. *Disney's Beauty and the Beast JR.* features some of the most popular songs ever written by Alan Menken and the late Howard Ashman, along with new songs by Mr. Menken and Tim Rice.

The classic story tells of Belle, a young woman in a provincial town, and the Beast, who is really a young prince trapped under the spell of an enchantress. If the Beast can learn to love and be loved, the curse will end and he will be transformed to his former self. But time is running out. If the Beast does not learn his lesson soon, he and his household will be doomed for all eternity.

With many fun supporting roles allowing students to play objects inside the castle, this "tale as old as time" is filled with spectacular costume and set opportunities.

## Character Breakdown:

### Narrators

The Narrators provide the framework for the show. The script is written to feature four Narrators. They will need to be able to enunciate and project, as they guide the focus and pace of this beautiful tale.

### Belle

Belle is a smart, confident young woman from a small village. Needs to be a strong singer and actress who is able to stand up to Gaston while showing compassion for Maurice, the Servants and eventually the Beast.

#### Vocal Range

G3 - F5

### Maurice

Maurice is an aging and eccentric inventor, but more importantly, the adoring and protective father of Belle. Needs to have fun interpreting this "crazy old man" while conveying some very strong emotions: fear and fatherly love.

### Beast

The Beast is a young prince who was hideously transformed by the Enchantress's spell. Needs to be able to portray: a dictator, a hurt child, a hero, a defender and a smitten prince. Beast need to deliver a range of conflicting emotional states.

#### Vocal Range

B3 - E5

## Gaston

Gaston is pompous and dim-witted and will do whatever it takes to win Belle's hand. Gaston has all the confidence in the world but lacks the humility to balance it. Needs to be able to sell his big eponymous number with gusto and arrogance as well as lead the Villagers in "The Mob Song". Biceps can be added to the costume, but the bravura needs to come from within.

### Vocal Range

A3 - F5

## Lefou

Lefou is Gaston's equally dim-witted lackey. This character needs to be Gaston's foil and should double the laughs for them both. Lefou should be able to sing, act and dance. Possibly has some gymnastics training.

### Vocal Range

B3 - E5

## Silly Girls

The Silly Girls are in love with Gaston and will do almost anything just to be near him. Need to portray the comic nature of these roles, sing well together, and enjoy playing off each other.

### Vocal Range

C4 - F5

## Lumiere

Lumiere is a self-confident, charming, French maître d' who (under the Enchantress's spell) is becoming a candelabra. He has a never-ending give-and-take with Cogsworth. Lumiere should be a strong singer who can "light up" the stage in "Be Our Guest." This role covers a range of emotions (from charming entertainer to brave soldier) and requires prominent song and dance. Needs to be a strong, reliable performer who is willing to try a French Accent.

### Vocal Range

A3 - D5

## Cogsworth

Cogsworth is the British major-domo of the castle who is becoming a clock. Like all of the castle's Servants, he shows a fatherly compassion for Belle yet is perfectly submissive to the master, the Beast. Cogsworth enjoys feeling like the boss and has no problem getting into it with Lumiere. Needs to be a strong actor and singer who can act in charge, and is willing to try a British Accent

### Vocal Range

A3 - E5

## Mrs. Potts

Mrs. Potts is the castle's endearing cook who is becoming a teapot. Needs to have a strong, sweet voice and should be able to convey comforting, maternal qualities amidst the chaos that is breaking out in the castle. Should be able to portray a loving mother figure to all the characters.

#### Vocal Range

F3 - E5

#### Babette

Babette is the maid of the castle who is turning into a feather duster. She misses the finer things in life. Babette is happy to be at Belle's service at a moment's notice, but her true heart comes through in "Human Again". Needs to be a good actor with solid vocal skills to handle Babette's harmonies.

#### Vocal Range

A3 - B4

#### Madame De La Grande Bouche

Madame De La Grande Bouche is an opera singer who is becoming a wardrobe. Madame is larger-than-life in everything she does, including her singing and dancing. Needs to portray the ultimate "diva with a heart" with an outsized personality and voice. Madame has some harmony lines with Mrs. Potts and Babette, so should be a singer who can hold her own but knows when to pull back in order to sound good with the others.

#### Vocal Range

A3 - C5

#### Chip

Chip is Mrs. Potts's son who is becoming a teacup. Chip has a wonderful naïveté that endears him to all of the Servants. Needs to portray the honesty and spirit of a child and be comfortable trying to sing Chip's solo lines.

#### Vocal Range

D4 - D5

#### Old Beggar Woman/Enchantress

The Old Beggar Woman/Enchantress needs to show a flair for the visually dramatic.. Her transformation in the Prologue needs to entice the audience into the story.

#### Monsieur D'arque

Monsieur D'Arque is the proprietor of the lunatic asylum. Needs to be able to exude his sinister personality.

#### Servants

The Servants of the castle can include Statues, a Dust Pan, Flatware, Plates, an Egg Timer, Napkins, a Carpet, Salt & Pepper Shakers and any other household (or castle hold items). These enchanted characters are the "Rockettes" of the castle. They should be able to handle a potentially cumbersome costume while singing and dancing in two big production numbers.

## Villagers

The Villagers are the inhabitants of Belle's town. The group must provide vocal power throughout the show and dance in the production numbers.

## CREW DESCRIPTIONS AND RESPONSIBILITIES

**Stage Management/ Assistant Stage Managers (4)** Will work hand in hand with the Director, AD and MD in this very demanding position. They must be at EVERY performance, all rehearsals and production meetings for the cast they are assigned to. This person needs to be good at following directions, following up with tasks and completing tasks on time. They will learn how to develop a cue to cue sheet, make call lines for actors, create rehearsal reports, and create a Stage Manager Kit and Prompt Book.

**Set Designers (2)** Will work with Assistant Director and Adult Volunteer who is in charge of sets as well as the charge artists. They will be responsible for directing the set crew in order to accomplish the set tasks. This position is 'on-call' and needs to come to rehearsal when called, be at every production meeting, and out of the 3 people in this position, one always needs to be at tech week.

**Light Designers (2)** Will work with the Assistant Director, the High School Light Designer and Adult Volunteer. They will get to deliberate their ideas and visions for lights for the show during production meetings. This position is 'on-call' and needs to come to rehearsal when called, be at every production meeting, and out of the 2 people in this position, one always needs to be at tech week.

**Charge Artists (2)** Will work with the Assistant Director and Adult Volunteer in designing the painting of the set and directing the painting/set crew in order to accomplish the painting tasks as decided in the production meetings. This position is 'on-call' and needs to come to rehearsal when called, be at every production meeting, and out of the 2 people in this position, one always needs to be at tech week.

**Costume Designer (2)** Will work with the Assistant Director and Adult Volunteer who is in charge of costumes as well as the makeup designer. They will be responsible for directing the costume crew in order to accomplish costume tasks as decided in the production meetings. They will get to deliberate their ideas and visions for the costumes for the show during production meetings. This position is 'on-call' and needs to come to rehearsal when called, be at every production meeting, and out of the 2 people in this position, one always needs to be at tech week.

**Makeup Designers (2)** Will work with the Assistant Director and Adult Volunteer who is in charge of makeup as well as the costume designer. They will be responsible for directing the makeup crew in order to accomplish costume tasks as decided in the production meetings. They will get to deliberate their ideas and visions for the makeup during production meetings. This position is 'on-call' and needs to come to rehearsal when called, be at every production meeting, and out of the 2 people in this position, one always needs to be at tech week.

**Prop Masters (2)** Will work with the Assistant Director and Adult Volunteer who is in charge of props as well as the costume designer. They will be responsible for directing the prop crew in order to accomplish prop tasks. They will get to deliberate their ideas and visions for props during production meetings. This position is 'on-call' and needs to come to rehearsal when called, be at every production meeting, and out of the 2 people in this

position, one always needs to be at tech week.

**Sound Designer (2)** Will work with the Technical Director and Adult Volunteer who is in charge of sound. They will be responsible mics during the run of the show, direct the sound crew in order to accomplish sound tasks. They will get to deliberate their ideas and visions for the sound during production meetings. This position is 'on-call' and needs to come to rehearsal when called, be at every production meeting, and out of the 2 people in this position, one always needs to be at tech week.

**Set Building and Paint Crew (Scenic Painting)** This crew will be the largest and most flexible with commitment. On this crew you will help with the set build task set forth by the set designers. You are expected to do as directed while working during rehearsals and to stay on task. Crew may also assist paint crew and/or props depending on tasks. Duties can and will include: Help build parts of the set, create a backdrop, cleanup each day at the end of rehearsal, and more tasks determined by set designer. This position has flexibility, 100% attendance is not necessary, this position is not required for tech week or performance.

**Prop Team** Will be in charge of prop management during shows, making sure props are where they need to be. Prop crew may also help out with sets if needed by the set designer. Prop crew is responsible for notifying actors where props are to be placed. Prop team is expected to do as directed while working during rehearsals and to stay on task. This position is 'on-call' and needs to come to rehearsal when called, this position is not required for tech week or performance, but may be requested.

**Costume Crew** Will assist the Costume Designer build costume lists, inventory costumes, help with fittings, and will help with costume management and quick changes during the show. Costume crew is responsible for notifying actors where costumes need to be placed. Costume crew will also work with the makeup crew. Crew is expected to do as directed while working during rehearsals and performances and to stay on task. This position is 'on-call' and needs to come to rehearsal when called, be at every tech rehearsal and performance.

**Run Crew** Run crew is in charge of helping move sets, props, costumes, and curtain. This crew essentially makes the show "run" smoothly. Crew is expected to do as directed while working and to stay on task. This crew is directed by the Director, Assistant Director and Stage Manager to complete all duties assigned, all crew must wear all black, and help in all scene changes. Run Crew can be on other crews in the beginning but they must be at EVERY performance and all tech rehearsals.

**Spot Light Operators (2)** These students are part of the lighting crew, they will work spot light during rehearsals and performances. During the show they will be on headset and must learn/know their cues. They will move the spot with an adult supervisor. This position is 'on-call' and needs to come to rehearsal when called, and be at every tech rehearsal and performance.

**Light Board Operators (1-2)** This crew is considered part of the lighting crew. During the show they will help operate the light board with an adult supervisor. They will be on headset and must learn/know their cues.

**Sound Crew** This crew is in charge of procuring sound effects for the show, inventory mics and batteries, making sure mics are properly equipped on actors, help run the sound board with an adult supervisor, and following direction of tasks as decided by the Sound Designer. This position is 'on-call' and needs to come to rehearsal when called, they must be at EVERY performance,



**Make-up Crew** This crew is in charge of applying makeup on actors during the show. They will learn stage makeup techniques as taught by the Director. This position is 'on-call' and needs to come to rehearsal when called, and they must be at EVERY performance and dress rehearsals.

**Ushers/House Manager** These positions are the same except House Manager is directing the Ushers. This crew is responsible for passing out programs at all shows, making sure audience obeys the rules of the auditorium, relay any audience incidents to SM, and assist guests to their seats. They are required for one Tech rehearsal for each cast and then must attend all shows.

**Marketing Crew.** We are looking for students to help put together the playbill, sell ads, and distribute show posters. This position will assist in communicating with Adult Volunteers in charge of the playbill and the Wolfpack Facebook Page. Students are encouraged to come up with creative ways to spread the word about our show and will learn the marketing side of producing a show. This position is 'on-call' and needs to come to rehearsals when called, and does not need to necessarily be at tech week or performances.

# WOLFPACK PRODUCTIONS AUDITION CONTRACT

Please sign this page and bring it to auditions, along with the signed parent permission form:

## **Audition Checklist:**

- Read this entire packet.
- Make payment for fees either via check or online.
- Fill out the audition registration form or the crew registration form on the musical tab on the PTA website.
- Sign up for an audition time slot on the Sign-up Genius (and write it down). Or for crew sign up for a crew interview time through Sign-up Genius (to be posted by 10/26).
- Sign this contract (BRING TO AUDITIONS OR CREW INTERVIEWS).
- For Cast: Prepare a 1-minute monologue, 30 second song and dance combination audition.
- For Cast: Attend one of the Audition Workshops on 11/6 or 11/8.
- Write down all potential conflicts with rehearsal or performance dates on the parent permission form.

I understand that rehearsals are mandatory and if called for rehearsal I must attend. I further understand that unexcused absences or behavior issues at rehearsals could result in my being removed from the cast. I agree to do my best to learn my part and to be a positive member of the 2020 Wolfpack Productions Cast!

I have performed all the tasks listed above and read the information packet.

Student Name (Printed): \_\_\_\_\_

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

# PARENT PERMISSION FORM

## Summary of Important Points:

- Show dates are: April 17, 18, 24, 25 at 7:00 p.m. and April 18, 25 at 2:00 p.m. and students must be available for performances
- Each cast will perform at three of the six performances.
- Rehearsals are mandatory and are held Tues-Thursday 3:30 - 6:00 p.m.
- Students are not called for rehearsals every day - please check the schedule weekly.
- Participation Fees are \$185 for cast and \$125 for crew. Payment may be made online or via check to Trailside Middle School PTA.
- Contact our directors at: [directors@trailsidemiddleschoolpta.org](mailto:directors@trailsidemiddleschoolpta.org)
- Visit the PTA website weekly for schedule updates and announcements. [www.trailsidemiddleschoolpta.org](http://www.trailsidemiddleschoolpta.org).
- Students must register for the show via the cast or crew google form on the TMS pta website.
- For Cast: Audition Workshops are optional but recommended. They will be 11/13 and 11/15 from 3:30 - 6:00 p.m.
- For Cast: Auditions are Nov. 11, 13, 15 - sign up for a slot using Sign Up Genius.
- For Cast: Callbacks are Nov. 18 and 20. If a student is called back these are mandatory.
- For Crew: Interviews will be held in December for crew leads- look for dates on the PTA Website.
- SUPER SATURDAYS are mandatory and are scheduled for March 21, 27 and 28.
- TECH WEEK is mandatory and is scheduled for the week of April 13.
- All who audition WILL BE included in the cast. All Crew who apply WILL BE included on a tech committee.
- Excessive absences or repeated behavior issues could result in removal from the musical.
- Each rehearsal will start with Snack/Break time. Students should bring their own snacks and water to each rehearsal.
- It takes an army! Parent volunteers are needed! Every family must sign up to volunteer.

I have read the audition information packet and understand the commitment involved. My child and I have filled out the online audition google form. I give my child permission to audition and participate in the Wolfpack Productions spring musical, Beauty and the Beast, Jr.

Parent Name (Printed): \_\_\_\_\_

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

Parent Cell Phone/Emergency Contact: \_\_\_\_\_

Student allergies to any foods? Fabrics? Anything else we should know?

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## **CONFLICTS**

Please list ANY and ALL known conflicts during the after-school hours 3:30 - 6:00 from January - April including doctor/orthodontist appointments, band/chorus/orchestra rehearsals/concerts etc.