

Cast / Crew / Orchestra Parent Meeting



Staff Introductions

Alyssa Schorr – Choreographer Ellen Hein – Costume Designer George Juaire – Scene Designer Chris Tank – Orchestra Director Chris Russell – Music Director Francine Magee – Assistant Director Jimmy Stocco III – Technical Director Amanda Hestwood - Director



Expectations

Be on-time for all rehearsals and work sessions

- Rehearsals may be scheduled after school, on weeknights and weekends.
- Students will contact Ms. Hestwood when ill. ahestwood@theloftstage.com or 651-768-2314
- School comes first. Students should use down time during rehearsal for homework.
 - Students are expected to check the website for rehearsal schedules and other cast/crew/orchestra information.



Registration

- All registration is done online
- Activity fee payment can be made with a credit card or check (\$65)
- Activity fee is for all participants but can be waived by Trent Hanson for financial reasons
- Due on Friday, September 28th



Non-Negotiable Dates

- Saturday, November 17th all day Tech Saturday
- Monday, November 26th from 3:15-7pm or later Dress Rehearsal
- Tuesday, November 27th from 3:15-7pm or later Dress Rehearsal
- Wednesday, November 28th from 3:15-7pm or later Dress Rehearsal
- Thursday, November 29th from 3:15-7pm or later Final Dress Rehearsal
- Friday, November 30th from 5-10pm Gala/Performance
- Saturday, December 1st from 5-10pm Performance
- Sunday, December 2nd from 1-6pm Performance
- Thursday, December 6th from 5-10pm Performance
- Friday, December 7th from 5-10pm Performance
- Saturday, December 8th from 5-10pm Performance
- Sunday, December 9th from 1-10pm Performance/Strike



Other Important Dates

- Friday, September 21st Homecoming Parade
- Tuesday, September 25th T-Shirt Order Form Due
- Friday, September 28th Registration Due
- Friday, October 12th Pictures for the Program
- Monday, October 15th Pre-Sale Tickets On-Sale
- Friday, October 26th Tickets Available to the Public



Dance Shoes

All Ladies

- Tan Character Shoe \$18.50
- **Tapping Ladies**
 - Black Character Shoe with Taps \$27.00

Tapping Men

Black Oxford Tap - \$43.50

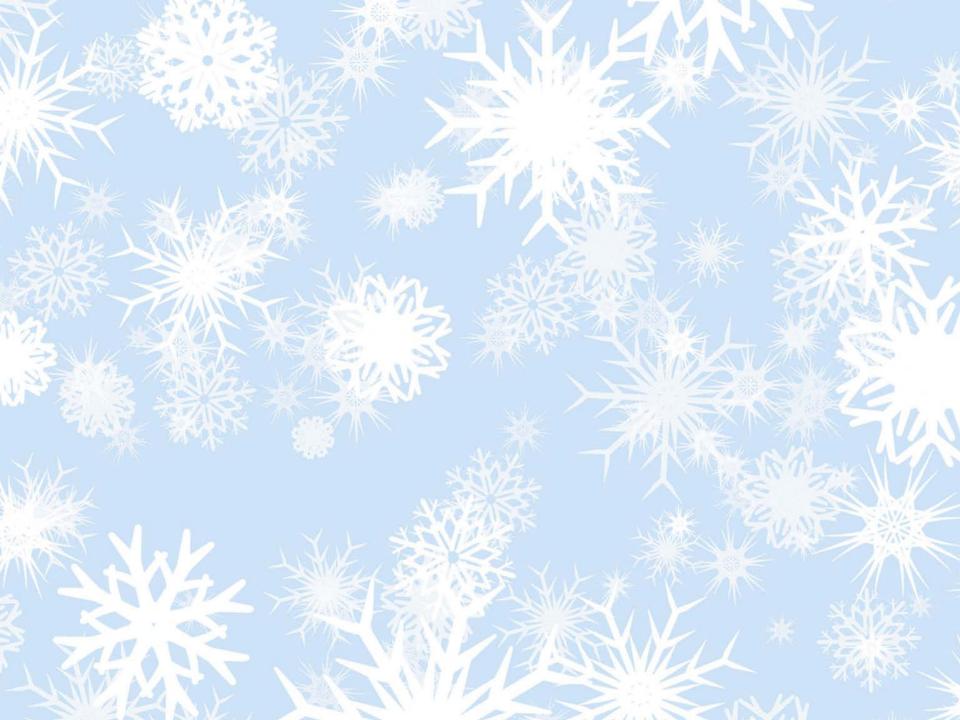
Checks made out to "The Loft Stage"



Misc. Items

- Production Volunteers
- T-Shirts will be available for purchase by cast/crew/orchestra and their families
- Pre-Sale tickets will only be available to those that have registered before the deadline (Friday, September 28th)
- Make-Up kits will be available for purchase for \$20
- Students are responsible for their own shoes
- Kirk Portrait Designs will be taking pictures on Tuesday, November 20th

Questions?





2012 – 2013

Fall Booster Bash

Welcome Parents and Supporters!

Boost: (verb) to help or encourage; to increase or improve; assist

www.theloftstage.com



The mission of the Loft Stage Boosters is to develop a large community of advocates and supporters of the theater program at East Ridge High School, to promote the theater program productions, identify and provide opportunities for student development in theater arts and encourage school/district wide involvement in the theater and booster programs.

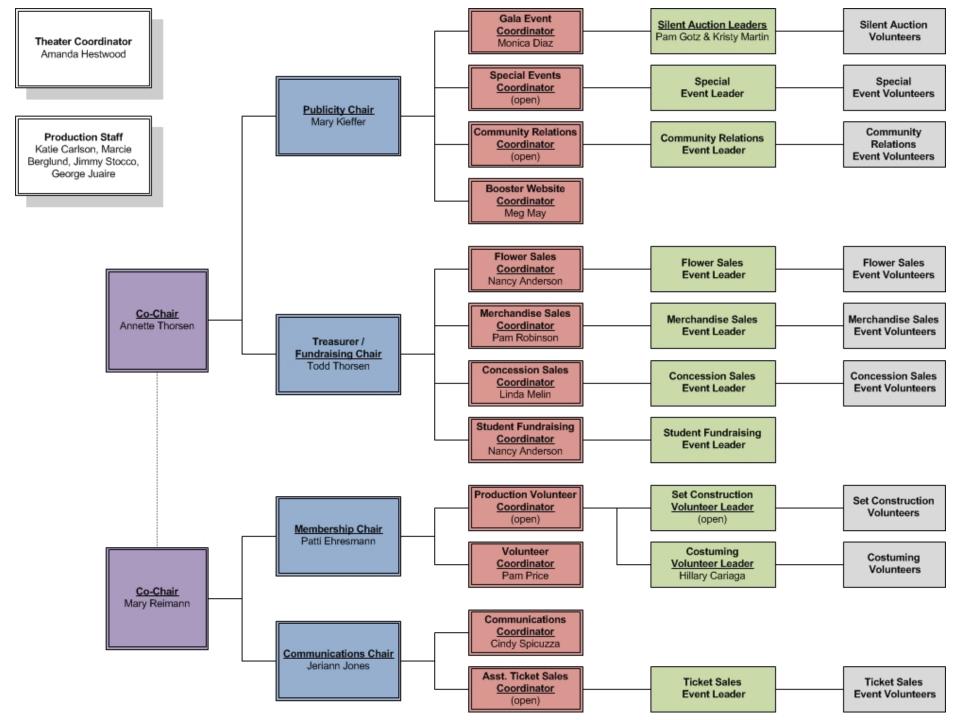


Co-Chair: Mary Reimann mreimann@theloftstage.com Co-Chair: Annette Thorsen athorsen@theloftstage.com

BOOSTER GOALS:

- Support Student-Centered Approach for East Ridge Theater
- Provide Volunteers to Help With Productions all through the year
- Develop and Implement Individual and Group Fundraising Programs
- Promote the Productions and Our Program locally and metro-wide
- Support Educational and Enrichment opportunities for students

Everybody's got talents to share!





Membership Chair: Patti Ehresmann pehresmann@theloftstage.com

- Promote volunteer opportunities to parents and theater patrons
- Lead volunteer coordinator and production coordinator areas
- Implement volunteer activities throughout the year

- We need your time and talents!
 - Targeting 12hrs of volunteer time per family during the year
- There are many ways to contribute no special skills required!
 - Production volunteer (set construction, painting & costuming)
 - Ticket sales
 - Sell ice cream, flowers and merchandise during the shows
 - Assist during the Opening Night Gala & Silent Auction
 - And many more opportunities!



Key Volunteer Openings

Community Relations Coordinator and Event Leaders:

- Key part of publicity for productions and for program
- Parades, Elementary/Middle School promotions, 3M and TCF Bank partnerships
- For White Christmas: Caroling by district choirs, Veteran's outreach, Pearl Harbor Performance

Production Volunteer Coordinator:

 Liaison between staff and volunteers to ensure set and costume construction bases are covered and resources are directed to the right place at the right time

Ticket Assistant Coordinator

- Works with Communications Chair; Jerriann Jones
- Helps fill ticket orders during key rush periods
- Answer the ticket office phone / e-mails as back-up for Jeriann



Publicity Chair: Mary Kieffer mkieffer@theloftstage.com

- Lead ad sales efforts for the Playbill
- Coordinate community publicity through poster plaster, parades and events
- Develop press releases and media plan for productions and the program
- Coordinate the annual Opening Night Gala event including the Silent Auction
- Work with communications coordinator on the booster website

- Send leads for ad sales to Mary
- Lead a team of students for ad sales or poster plaster
- Volunteer to serve on the Silent Auction team or help at a publicity special event
- Send any media ideas or leads to Mary
- Serve as Gala Event Coordinator, Community Relations Coordinator or Website Coordinator



Silent Auction Team Update Co-Chairs: Kristy Martin and Pam Gotz

Our biggest fundraiser of the year for The Loft Stage!

- Provide a donation:
 - Ask an area business to donate goods or services
 - Provide goods / services yourself; examples include:
 - Singe item theme basket (Christmas items, cooking, movie night, etc.)
 - Weekend at your cabin, dinner prepared by yourself and/or friends, etc.)
 - Cash that can be used to purchase items
- Volunteer your time:
 - Over the next 2 months collection and logging donations, writing up item descriptions, preparing and printing auction documents
 - During the auction issue bidder numbers and answer questions
 - After the auction bidder check-out and runners



Communications Chair: Jeriann Jones jjones@theloftstage.com

- Lead ticket sales for all productions
- Archive booster meeting notes and calendars
- Coordinate historical items for productions
- Coordinate The Loft Stage newsletter for students, parents and patrons

- Volunteer for ticket sales
- Take photos to add to our archive
- Promote shows to family and friends
- Serve as Communications Coordinator / publish the newsletter
- Send newsletter photos or stories to Cindy Spicuzza (cspicuzza@theloftstage.com)



Treasurer/Fundraising Chair: Todd Thorsen tthorsen@theloftstage.com

- Handles all financial aspects of the boosters
- Develops finance based policies in accordance to PSO/Non-Profit guidelines
- Reviews requests for funding and presents options/recommendations leadership
- Leads te3am for all fundraising including merchandise sales, concession sales, flower sales and individual / group fundraisers
- Attends all PSO meetings and reports back to the booster board

- Support fundraising programs as a volunteer and patron
- Serve in one of the Fundraising Coordinator positions:
 Flower Sales, Merchandise Sales, Concession Sales or Student Fundraising



Individual Fundraising Program

Opportunity for students to earn \$\$ for any theater related expenses including:

- Activity fees for productions
- Field trips big (London) and small (Billy Elliot)
- End of year banquet

2 Main Programs:

- Butter Braids Fall / Thanksgiving
- Merchant Discount Cards February

How It works

- Students earn money with the program
- Funds are housed in the Booster Account
- Parent permission slips are available on the website
- To access funds, student fills out request form on the website (theloftstage.com)



2012 - 2013

Continuing Our Goal to Make The Loft Stage at East Ridge High School The Premiere Theater Experience in the East Metro

Professional Signs for Ticket Sales and Merchandising Nametags for Volunteers, Ushers, Staff and Booster Leaders Vests for Ushers

And...

Javiu



Introducing The Loft Stage Theater Patrons Program A New Way to Support Theater Arts at ERHS

Support Levels

Friends - \$25 to \$99 Advocates - \$100 to \$249 Donors - \$250 to \$499 Benefactors - \$500 to \$999 Angels - \$1000+

Theater Patrons will be recognized in all programs Special End of the Year Reception for Benefactors and Angels Registration forms coming soon to www.theloftstage.com



WITH YOUR HELP, WE CAN MAKE THIS THE BEST YEAR YET FOR EAST RIDGE THEATER!