



Disney's THE LITTLE  
MERMAID

A BROADWAY MUSICAL

# Staff Introductions




Ben McKenzie - Assistant Technical Director

Christina Leines - Choreographer

Abby Syme - Costume Designer

George Juairé - Scene Designer

# Staff Introductions . . . Continued



Brent Comeau - Orchestra Director

Elizabeth Gullick - Vocal Director

Kajsa Jones – Assistant Director

Jimmy Stocco III - Technical Director

Amanda Hestwood - Artistic Director

# Registration

Due by Friday, September 30th

- This year, all students involved in the musical will register through the activities office.
- Link to registration can be found online at [www.theloftstage.org](http://www.theloftstage.org) or the ERHS website.
- Cannot participate after the 30th until your registration and fee are completed

# Expectations

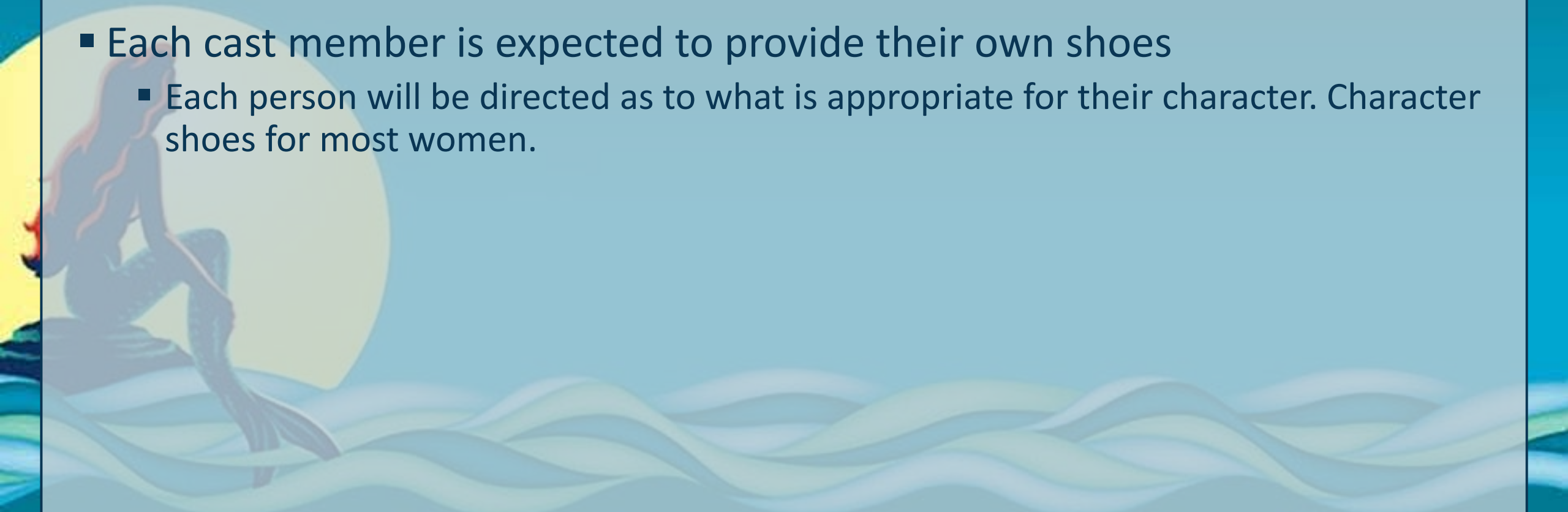
- Be on-time for all rehearsals and work sessions.
  - Rehearsals may be scheduled after school, on weeknights and weekends.
  - Students will contact Ms. Hestwood when ill.  
ahestwood@theloftstage.org or 651-425-2466
- School comes first. Students should use down time during rehearsal for homework.
- Students are expected to check the website for rehearsal schedules and other cast/crew/orchestra information.

# Vocal Health Reminders

- Drink lots of water
  - Free app for water intake, “Water Your Body Lite”
- Get lots of sleep
- Stay healthy
  - Don’t share drinks, wash hands, take it easy if you start feeling sick, vitamin C
- Avoid caffeine, avoid cough drops with menthol
  - No more than one per hour, don’t sing after using
- Students should pace themselves, this is a marathon, not a sprint
- Always sing with support, on the breath, never straining from the throat
- Stop immediately and rest if something hurts.

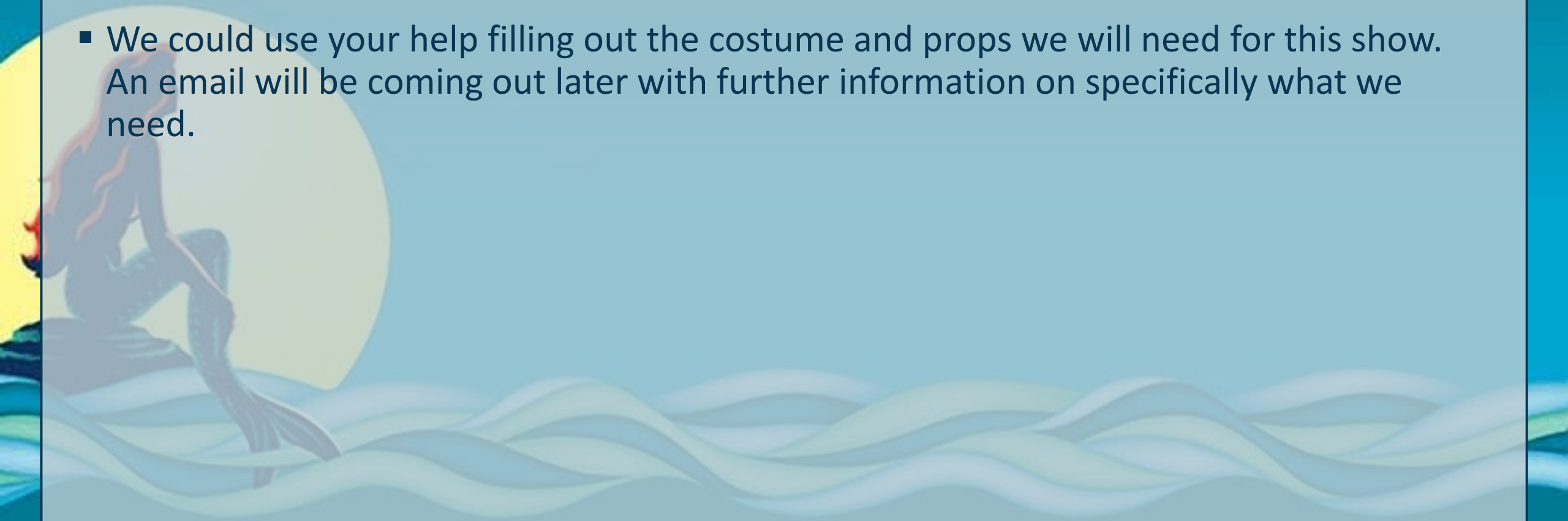
# Costumes & Rehearsal Attire

- Each cast member is expected to provide their own shoes
  - Each person will be directed as to what is appropriate for their character. Character shoes for most women.



# Costume & Prop Needs

- We could use your help filling out the costume and props we will need for this show. An email will be coming out later with further information on specifically what we need.





# Scene Shop & Tech Rules

- Always wear closed toed shoes
- Wear appropriate clothing that can get dirty/paint covered and isn't loose or baggy
- Safety glasses are provided and required when using any power tool
- Adult supervision is required when using any of the saws

# T-Shirt Orders

Due by Friday, September 30th

- Purchase t-shirts online at [www.theloftstage.org](http://www.theloftstage.org)
- Can either pay by check or credit card
- Checks should be given to  
Kajsa Jones, Ms. Hestwood or  
Jimmy Stocco
- T-Shirts may not be available for  
purchase after the 30th



# Miscellaneous Items

- Production Volunteers
- Pre-Sale tickets should be available for purchase by friends and family of the cast/crew/orchestra members starting Friday, September 23rd.
- Kirk Portrait Designs will be taking individual cast pictures and pictures of the production on Friday, October 14th

# Important Dates

- Friday, September 30th – Homecoming Parade
- Friday, September 30th – T-Shirt Orders Due
- Friday, September 30th – The Loft Store Orders Due
- Friday, September 30th – Registration Due
- Saturday, October 1st – Bop-In Booster Bash Dinner at 7pm
- Saturday, October 1st – Poster Plaster at 11am
- Friday, October 14th – Pictures for the Program (tentative)

# Mandatory Dates

- Monday, October 24th – Sit Sing w/ Orchestra
- Saturday, October 29th – Tech Saturday
- Monday, October 31st from 3:15-7pm or later – Dress Rehearsal
- Tuesday, November 1st from 3:15-7pm or later – Dress Rehearsal
- Wednesday, November 2nd from 3:15-7pm or later – Dress Rehearsal
- Thursday, November 3rd from 3:15-7pm or later – Dress Rehearsal

# Mandatory Dates . . . Continued

- Friday, November 4th at 5:30pm – Opening Night
- Saturday, November 5th at 6pm – Performance
- Sunday, November 6th at 12:30pm – Performance
- Thursday, November 10th from 3:15-7pm – Pickup Rehearsal
- Friday, November 11th at 6pm – Performance
- Saturday, November 12th at 6pm – Performance
- Sunday, November 13th from 12:30pm-10pm – Final Performance / Strike

# Tech & Rehearsal Calendars

The screenshot shows the website for The Loft Stage at East Ridge High School. The header includes the logo and navigation links: HOME, TICKETS, RENTAL, ERHS THEATER, DONATIONS, and CONNECT. A search bar is visible on the right. The main content area features a 'CALENDAR' section with a navigation bar for 'September 2015' and view options: 'Today', 'Week', 'Month', and 'Agenda'. A dropdown menu is open over the calendar, listing: LoftPAC, LoftPAC Alumni, Boosters, Fall Musical, Winter Play, Spring Play, Calendar (highlighted with a mouse cursor), and The Loft Store. The calendar grid shows the dates from Sunday, September 30 to Saturday, September 5. An event '8:30am Woodbury Day' is listed for Sunday, September 30.

**The Loft Stage**  
AT EAST RIDGE HIGH SCHOOL

HOME TICKETS RENTAL ERHS THEATER DONATIONS CONNECT

CALENDAR

Today ◀ ▶ September 2015 ▼

Sun 30 Mon 31 Tue Sep 1 Wed 2 Thu 3 Fri 4 Sat 5

8:30am Woodbury Day

LoftPAC  
LoftPAC Alumni  
Boosters  
Fall Musical  
Winter Play  
Spring Play  
Calendar  
The Loft Store

# Email Communication

- Check your email regularly for any updates or information regarding the show.
- When registering, make sure that both your parents email as well as yours are entered accurately as this is our primary form of communication.
- All rehearsal and technical calendars can also be found online at [www.theloftstage.org](http://www.theloftstage.org)



# Remind 101

## Account Information


Text Message: text @t1m16 to 81010

Email: send email to t1m16@mail.remind.com

- Short messages regarding the production or rehearsals will be sent from time to time
- Notifications of new information on the website of a time sensitive nature will also be tweeted

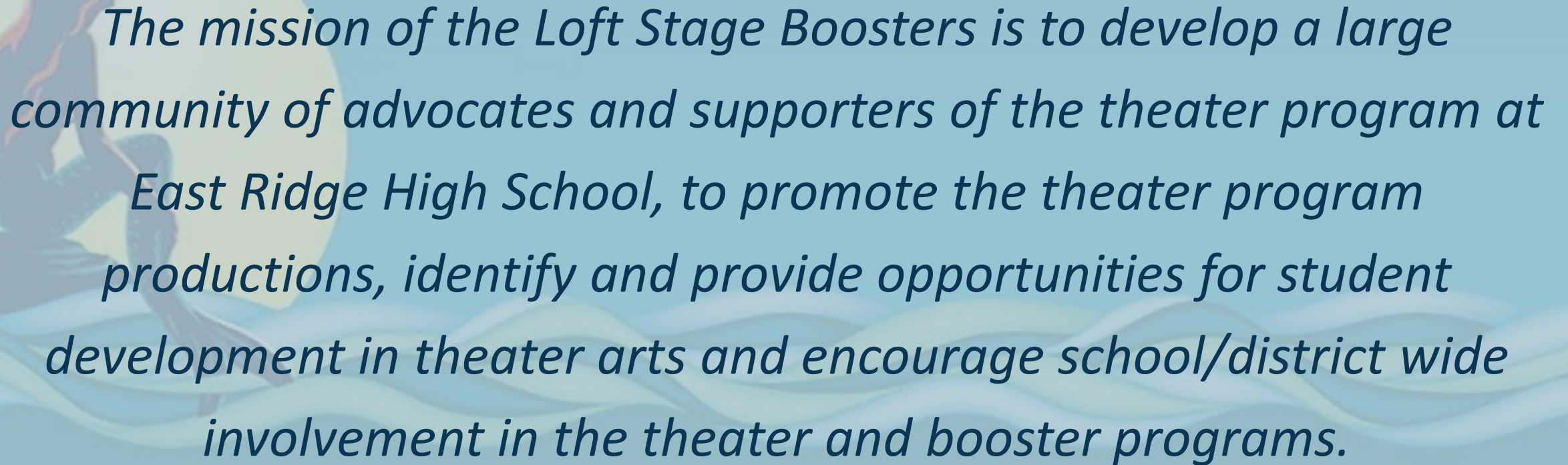
# 2016-2017 Fall Booster Bash

Welcome Parents  
and Supporters!

A silhouette of a mermaid with long, flowing hair, sitting on a rock and looking out towards a large, bright yellow sun or moon. The background is a deep blue with stylized, wavy patterns representing water at the bottom.

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

# Our Mission



*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-Chairs: Deb Eckberg & Jeriann Jones

[deckberg@theloftstage.org](mailto:deckberg@theloftstage.org)

[jjones@theloftstage.org](mailto:jjones@theloftstage.org)

## **Booster Goals:**

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

# Volunteer Chair: Chuck Eckberg

[ceckberg@theloftstage.org](mailto:ceckberg@theloftstage.org)

- Coordinate volunteer activities throughout the year
- Utilize Sign-Up Genius as a mode of communication

## **Ways You Can Help:**

- **Production Time**
  - Set construction and costume shop
  - 10 hrs of volunteer time per family during the year
- **Show Time**
  - Ticket, Merchandise, Flower and Ice Cream sales
  - Opening Night Gala / Silent Auction (Friday, November 4th at 6pm)
  - Poster Plaster Drivers (Saturday, October 1st at 11am)

# Key Volunteer Opportunities

- Production Volunteer Coordinator
  - Liaison between staff and volunteers to ensure that set and costume construction bases are covered and resources are directed to the right place at the right time
- Showtime Volunteer Coordinator
- Hospitality/Banquet Coordinator
- Concessions Coordinator
- Ticket Team Leaders

# Community Relations Chair: Meg May

[mmay@theloftstage.org](mailto:mmay@theloftstage.org)

- 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
- Work with communications coordinator on the booster website

## **Ways You Can Help:**

- 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 leads for ad sales or media ideas to Meg

# Communications Chair: Cory Williams

[cwilliams@theloftstage.org](mailto:cwilliams@theloftstage.org)

- Archive booster meeting notes
- Coordinate The Loft Stage newsletter for students, parents and patrons

## **Ways You Can Help:**

- Promote shows to family and friends
- Add to our photo archive
- Encourage your student to give time to set construction and costuming
- Find out if your student has ideas for how you can get involved
- Send newsletter photos or stories



# Event Chair: Carol Grannis

[cgrannis@theloftstage.org](mailto:cgrannis@theloftstage.org)

- Plan and organize special events
- Lead the Gala planning that helps to promote our theater and raise money

## **Ways You Can Help:**

- Come to the Gala!
- Get your friends and family to come to the Gala!
- Donate an item or service for our silent auction baskets
- Help with set up on Gala day 11/4 at 4:00 p.m.
- Be a part of our Gala Team!

# Bop-In Booster Barbeque

Join us!

Saturday, October 1st at 7:00pm

Brats and Beverages

Grannis Home

Event and Flyer with more info



# Treasurer/Patron Program Chair: Gwenn Sherburne

[gsherburne@theloftstage.org](mailto:gsherburne@theloftstage.org)

- Handles all financial aspects of the boosters
- Develops finance-based policies in accordance to PSO/Non-Profit guidelines
- Reviews requests for funding, presents options/recommendations to leadership
- Leads team 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

## Ways You Can Help

- 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

# The Loft Stage Fundraising

## **Fundraising Opportunities**

- Silent Auction at the Opening Night Gala
- Butter Braids – October/November
- ? – March/April
- Ad Sales for Programs
- Concessions, Flowers and Merchandise sales at performances
- The Loft Stage Theater Patron Program

## **Booster Funds are Used For**

- Extra staff support during performances
- International Thespian Troupe dues
- Spotlight fees

# The Loft Stage Theater Patron Program

A Great 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 to \$1999

Loft Circle - \$2000+

Theater Patrons will be recognized in all programs

Levels are cumulative from year to year

Sign-up by October 21st to be listed in *The Little Mermaid* program!



Questions?



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