

# THE WITCH ACADEMY

Via ZOOM 6:00pm, Thursday, September 10, 2020

## Zoom Meeting

<https://us02web.zoom.us/j/86837964504?pwd=STNDby90TGICRzBaVFpOWnU3OHhLdz09>

Meeting ID: 868 3796 4504

Passcode: 231083

PLEASE NOTE: NO ONE WILL BE ALLOWED TO PARTICIPATE WITHOUT

1. A COMPLETED PARTICIPANT ACTING CONTRACT,
2. A SIGNED CRPD CODE OF CONDUCT FORM AND
3. HAVING PAID THE PARTICIPANT FEE, (or turned in a completed Request for Financial Aid)

## 1. INTRODUCTION OF THE PROGRAM BY MEGAN MCDONOUGH

## 2. INTRODUCTION OF THE PRODUCTION STAFF

*Director:* Theresa Wegher-Thompson

*Assistant Director:* Chris Clyne

*Stage Manager:* Ian Kelley

*Artistic Director/Playwright:* Mark Andrew Reyes

*Photographer:* Paul Cranmer

*Managing Director/Producer:* Megan McDonough

*Associate Producer/Box Office Manager:* Natalie DeSavia

## 3. PRODUCTION GOALS FOR *THE WITCH ACADEMY*

- a. To create a fun and fulfilling theatrical experience, for both participants and audience members.
- b. Present 4 public streaming performances of *The Witch Academy* for the Hillcrest Players.
- c. To provide a positive experience where participants can develop creative talent with an ultimate goal of continued participation in and appreciation of the performing arts.
- d. To increase self-esteem, self-awareness and self-discipline in the arts through active participation.
- e. To facilitate positive leadership from experienced staff and encouragement from fellow participants that help the participant develop artistic skills, generosity, and teamwork skills.

## 4. THINGS WE NEED IN ORDER TO GET YOUR SCRIPT (*Emailed or dropped off at script pick-up*)

- a. Acting Contract w/ 2 signatures (Parent & Participant)
- b. CRPD Code of Conduct
- c. Participation Fee OR a Request for Financial Aid

## 5. SCRIPT PICK-UP

Tomorrow – Friday September 11, 5-7pm in the Hillcrest Center for the Arts parking lot.

- a. Please make a sign with the actor's name to hold up in the car window to help us locate your script efficiently.
- b. You can drop off your signed paperwork at script pick-up, if you prefer.
- c. Our team can have some blank copies of paperwork if printing at home is challenging for you. Just let us know.

## 6. ZOOM REHEARSALS

- a. Zoom rehearsals will be attended by the Director, Theresa, and Assistant Director, Chris, and fellow cast members as called in the schedule.
- b. Rehearsals may include warm-ups, acting exercises, and working on scene blocking and acting.
- c. Blocking will include turning camera and microphones on and off.
- d. Parents, siblings, or others household members may be asked to assist from off-camera, if able, with creating "effects" by moving the camera or lighting or handing the actor a prop.
- e. We will explore together how close or far away we can be from the computer in order to be best scene and heard, and how to best utilize the medium of Zoom.

## 7. T-SHIRTS:

- a. Production T-shirts are optional. They cost \$20 and must be ordered online in advance.

- b. To view and order a Production T-Shirt go to [yaonline.com/cast\\_info.php](http://yaonline.com/cast_info.php).
- c. **Orders due by 9/25/20**

8. **DISCIPLINE PROCEDURE**

Discipline problems will be resolved privately between the Director and the Participant and will follow the procedure below:

- 1. Verbal Counseling
- 2. Written Counseling
- 3. Parent/Participant Conference

At each session, the problem will be explained to the participant. The participant will then be told how to correct the problem and that there are consequences if the problem is not corrected. We are always open to participant and parental input regarding all phases of our program. If there are any questions, please call Megan McDonough at (805) 381-2747 (E-Mail: [mmcdonough@crpd.org](mailto:mmcdonough@crpd.org))

9. **ACTING CONTRACT**

10. **HEADSHOTS/PROP & COSTUME PICKUP:** Friday, October 9<sup>th</sup> 6:30-8pm

Once the costumes and props are ready, the cast will need to come to the HILLCREST CENTER FOR THE ARTS to pick them up. We will also have our photographer set up at an easy to access location at the top of the stairs to quickly take cast headshots. We ask that everyone remain in their vehicle during this process, and only cast exit their cars one at a time for their photos to be taken. Please be sure to wear masks (they will be removed briefly for photos). Our photographer will be masked and remain over 6 feet away from the actor.

11. **WEBSITE & E-MAIL LIST:** On our website: [www.YAOnline.com](http://www.YAOnline.com), we keep up-to-date information and schedules. Be sure to “Bookmark” or make a “Favorite Place” of our website for further information.

12. **ALWAYS CALL ASSISTANT DIRECTOR CHRIS AT (805) 381-2747 (*ask to be transferred*) IF YOU ARE RUNNING LATE.**

13. **TICKETS**

- a. Show times are **2:00pm on Saturday & Sunday and 7:00pm on Friday & Saturday** November 6-8, 2020.
- b. All performances will take place over ZOOM and streamed via YouTube Live.
- c. Tickets are on sale now at [hillcrestarts.com](http://hillcrestarts.com).
- d. The Hillcrest Center Office will be open from 9am to 5pm, Monday through Friday, for over the phone ticket sales only. You may also call (805) 381-1246 and charge your order on AMERICAN EXPRESS®, MASTERCARD®, DISCOVER®, or VISA®, or go online to [HillcrestArts.com](http://HillcrestArts.com) to purchase tickets.
- e. For **THE WITCH ACADEMY** streaming tickets cost \$13 for all ages.
- f. There is a possibility we will offer a drive-in movie option for the evening performances.

# THE WITCH ACADEMY

## STAFF CONTACTS

TITLE	NAME	EMAIL
Director	Theresa Wegher-Thompson	<a href="mailto:witchacademydirector@gmail.com">witchacademydirector@gmail.com</a>
Assistant Director	Chris Clyne	<a href="mailto:witchacademyad@gmail.com">witchacademyad@gmail.com</a>
Managing Director/ Producer	Megan McDonough	<a href="mailto:mmcdonough@crpd.org">mmcdonough@crpd.org</a>
Tech Director	Mark Reyes	<a href="mailto:mreyes@crpd.org">mreyes@crpd.org</a>
Box Office Manager/ Associate Producer	Natalie DeSavia	<a href="mailto:ndesavia@crpd.org">ndesavia@crpd.org</a>

The Hillcrest Center for the Arts: (805) 381-2747 or Box Office (805) 381-1246