

YOUNG ARTISTS ENSEMBLE CAST/PARENT MEETING AGENDA
THE PHANTOM OF THE OPERA
YOUTH GROUP PRODUCTION

6:00pm, Friday, June 9, 2023

1. COLLECT PAPERWORK AND PARTICIPATION FEE – No one will be allowed to participate without these 4 things:

- a. Acting/Orchestra Contract (fill out and sign page 3, signed by both actor and parent)
- b. Authorization to Treat a Minor (signature plus as much info as you are willing and able to share.)
- c. CRPD Code of Conduct (signed)
- d. Participation Fee of \$210 OR a Request for Financial Assistance OR a Combination of both
- e. \$50 refundable script deposit
- f. *Optional paperwork – Request to Miss Rehearsal*

2. INTRODUCTION OF THE PROGRAM by Megan McDonough

3. INTRODUCTION OF THE PRODUCTION STAFF

Director: Mark Andrew Reyes
Assistant Director: Ariel McIntyre
Music Director: Zachary Spencer
Orchestra Director: Susan Treworgy Calkins
Choreographer: Dani Orjala
Vocal Coach: Kayla Bailey
Costume Designer: Cindy Peltola

Stage Manager: Ender Toone
Lighting Designer: Ian Kelley
Sound Designer: Chris Barton
Photographer: Paul Cranmer
Managing Director/Producer: Megan McDonough
Set Designer/Technical Director: Mark Reyes
Associate Producer/Box Office Mgr: Natalie DeSavia

4. A FEW WORDS FROM PRODUCTION STAFF

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|----------|----------|----------|--------|
| a. Mark | d. Zach | g. Ender | j. Ian |
| b. Susan | e. Dani | h. Kayla | |
| c. Ariel | f. Cindy | i. Paul | |

5. PRODUCTION GOALS

- a. To create a fun and fulfilling theatrical experience, for both participants and audience members.
- b. Present 5 public performances of PHANTOM OF THE OPERA for the Young Artists Ensemble that will blow the socks off this community and set the bar for the pinnacle of teen performance in the Conejo Valley.
- 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.

6. WHERE IS REHEARSAL TONIGHT? A guide the rooms of the Hillcrest Center for the Arts.

7. ILLNESS – RETURN PROTOCOLS

- a. Please keep a copy of the Participant Return to Program Protocols handy.
- b. If you are sick, do not come to rehearsal, or even performances.
- c. If you are experience symptoms of COVID-19, you will need to have a negative test and improved symptoms before returning.

8. PARENT VOLUNTEERS: We encourage parents to volunteer as much as possible. Sadly, because we are at the Civic Arts Plaza, we cannot provide any volunteer ushers.

- a. Pizza/Poster Day Drivers SEE SIGN UP SHEET.
- b. Set & Costume Construction Helpers SEE SIGN UP SHEET.
- c. **Strike Helpers SEE SIGN UP SHEET.**
- d. Backstage Monitors – must be fingerprinted. SEE SIGN UP SHEET & GRAB FINGERPRINTING FORM

9. ALWAYS CALL ASSISTANT DIRECTOR ARIEL AT (805) 381-2747 IF YOU ARE RUNNING LATE.

10. ACTING CONTRACT HIGHLIGHTS

11. RECORDING THE SHOW

- a. **We do not have permission to record the show AT ALL.**
- b. “The Property is licensed for live stage performances by living actors in front of a live audience only, and may not be recorded, broadcast or distributed at any time, in any manner, or for any purpose. In no event may any audio or audio-visual recordings of readings, rehearsals or performances of the Property be posted to the internet or distributed through any digital means, including by way of streaming, downloading or copying, including without limitation, in video or audio recordings posted to YouTube, Facebook or any similar or other social networking site, or posted to the website of the theater or any personal or public website of whatsoever kind. No audio or audio-visual footage may be used in connection with any online, mobile or digital advertising or promotion of the Property.”

12. T-SHIRTS

- a. Unfortunately, we do not have permission to sell t-shirts for this show.

13. TICKETS

- a. Show times are **7:30pm July 27, 28, and 29 2023 (Thu, Fri, and Sat) and at 2:00pm on July 29 and 30 (Sat & Sun)**. All performances will take place at the Hillcrest Center for the Arts.
- b. Tickets are \$17, \$30 for premium rows.
- c. Tickets are on sale now with a special cast & orchestra presale code “Phantomcast”. Tickets will go on sale to the general public Monday morning 6/12.
- d. Tickets can only be purchased through the Thousand Oaks Bank of America Performing Arts Center or Ticketmaster. Through the box office has slightly less fees attached. Phone (805) 449-2787. Website <https://bapacthousandoaks.com/>

14. QUESTIONS?