1. **Auditions & Casting**
   1. Audition Dates: Dec 7th at 2-4:15 & 8th at 3-4:30/5
      1. Audition Song/Dance: Found at [www.carolineesposito.com](http://www.carolineesposito.com) - “Naughty”

B. Callbacks Date: Dec 9th

I. “Quiet” for Matilda

C. Cast List given at 1st rehearsal - Dec 14

D. Audition Form - Students bring to audition

**II. Rehearsal Schedule**

A. Thursdays 2-4:15

B. Saturdays 1-4:30

C. Possibly some Sundays

D. 1st Rehearsal: Dec 14th

I. Cast List, Give Out Scripts, & Read Through

**III. Rehearsal Process**

A. Vocal & Dance Warm Ups

B. Theater Games

C. Learn/Review Theater Terms & Stage Direction

D. Theater Games

E. Scene & Character Work

F. Run Scenes/Show

**IV. [www.carolineesposito.com](http://www.carolineesposito.com)**

A. Music/Dances for Review

B. Rehearsal Schedule Information

**V. Attendance & Absences**

A. Must email ahead of time

B. Attendance is SUPER IMPORTANT to the success of our show

**VI. Costumes**

A. Jazz shoes, White T Shirt, Black Shorts, SPBS Uniform for some actors

B. Some costumes provided via rentals

**VII. Cost of Show**

A. MTI Licensing fee, Scripts, Set/Prop/Costume Rentals, Tech/Production Crew, Programs, etc

**VIII. Volunteer Opportunities**

I. Must be VIRTUS Trained/Fingerprinted if over 18 (Dec 11 at SPB Parish Hall)

A. Pick up/Deliver Rental items (Simi/Moorpark)

B. Rehearsal Parent Helper

C. Tech Week Dinners

D. Backstage Parents for Tech Week & Shows

E. Costume Assistants for Tech Week/Shows & Alterations

F. Hair/Makeup Assistants for Tech Week & Shows

G. Ticket Liaison (Creates Tickets, Advertises Ticket Sale, Collects Tickets at shows, etc)

H. Bio Collector for Playbill/Program

I. Concessions Stand Worker for Shows (Set Up/Sell/Break Down)

J. Concessions Stand Donors (Candy, Chips, Water Bottles, Sot Drinks, Cookies, Juice, etc)

K. Cast Party Coordinator

L. Ushers for Shows

M. Set/Prop Strike on Closing Night

N. Return Rentals (Sets/Props/Costumes)

O. Anything else I’m missing??

P. Sign Up Sheets at Meeting - Please Sign Up Before Leaving TONIGHT

**IX. What to Bring to Rehearsal?**

A. Script

B. Water

C. Pencil/Highlighter

D. Snack

**X. Weekly Emails**

A. Important Updates & Reminders

B. Schedule Changes

C. Please Read Thoroughly!

**XI. Videographer**

A. Scott Horn

B. Need a Parent Volunteer or this won’t happen!

**XII. Tech Week**

A. Dinners Provided

B. Full Run Through of Show with Hair/Make Up/Costumes/Mics/Lights

C. Need Parent Volunteers!

D. THIS WEEK IS MANDATORY FOR ALL CAST MEMBERS

**XIII. Ticket Info**

A. $10

B. Purchase through SPBS