

**Lake Olympia Middle
School**

Theatre Handbook



Ms. Sekel Director

Mr. Villarreal Assist. Director

My Bio

I'm thrilled to be joining the Lake O team as your theatre teacher! With nine years of experience in education primarily in middle and high school theatre I'm passionate about helping students discover the power of their own voice. I'm a proud graduate of Prairie View A&M University with a BA in Theatre, and an alum of Houston's High School for the Performing and Visual Arts. Outside the classroom, I'm an active artist who loves exploring the arts, holding the title of *Kare-no-key* King, and staying involved in community work. This year, I'm excited to inspire creativity, collaboration, and confidence through storytelling and ensemble work, while bringing plenty of energy and passion to our stage.

Thank you so much for your support.

Mr. Villarreal
Theatre Arts Teacher
Lake Olympia Middle School

Lake Olympia Middle School

Theatre Arts Department

Mr. Villarreal,

Assist. Director

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Within these pages you will find information that will be helpful in planning your child's participation in LOMS Theatre activities. Included in this packet is a fee schedule, student expectations, information for participating in tournaments and plays. I will be putting the calendar of events on my webpage so please check the webpage often. The calendar is a valuable tool for managing those ever-present scheduling conflicts that always seem to accompany participation in a Theatre Arts Event.

Some of the amazing opportunities we have planned for your student this year include a Fall Show/One-Act Play Competition, School-wide performance(heritage shows, pep rally, Spring show, etc.

This year we would love to start our parent booster club to stepped up and volunteered for everything from bringing snacks to rehearsals and UIL shows to building sets and sewing costumes. **If you have the skills/resources, we have the tasks!** There is a volunteer form in this booklet for you to list your skills, talents, abilities, and availability for the school year. *We can't do it without you!*

Please be sure to **check out our website** periodically so you can stay up to date on all our LOMS Theatre activities.

LOMS Theatre Department

Fees and Notices

Production Fee(Only for students apart of the show): \$20 per show (which includes a script and a show shirt) this is for the fall show and the UIL One Act play. There may be more expenses required such as costume pieces and or make-up. The experience of being in a show is well worth all the work and commitment.

Cast party Fee: to be determined by the parents that step up to plan it. Only cast and crew of the show are invited to this fun event.

Tournament Entry Fees: \$to be determined... each student does have to pay a small fee per tournament to help offset entries fees & buses

Thespian Banquet: price changes as the event and location change. If you become a Thespian or remain a current Thespian you will be invited to this in May. It is by invitation only for new and current Thespians. You can ask Mr. Villarreal or read a little later in the handbook what a Thespian is and how to become one.

Department & Show Shirts: \$10-\$12 for dept. shirt or extra show shirts. WE ARE DOING THEATRE SHOW SHIRTS THIS YEAR!!!

All students involved in Theatre Arts productions, tournaments, and events MUST maintain a passing grade in all classes to remain eligible for competition.

Performance Etiquette Note:

All students involved in a performance are required to be at call 1 ½ hours before curtain to get in costume & make-up. In order for our cast & crew to be physically and mentally focused for the performance, we ask that parents refrain from visiting their children backstage or in the Theatre room before the show. Students will be expected to be in the theatre room and not running in the hallways before the show starts.

Parent Volunteers Needed!

If you are a talented mom, dad, grandpa, or aunt... who has time, resources, or energy (always needed in the drama dept) we would love to have your assistance at LOMS! Please check the Activities & Events page for ideas of how you can contribute to the There will be many opportunities throughout the year to bring snacks, provide props, sew costumes, build sets, and play cheerleader for our Theatre students. I hope to see you often this year getting involved in our program and the wonderful things we have planned! If you have questions about our needs or upcoming activities be sure to **check out our webpage** which can be found by selecting Academics and then Electives(Teacher pages) on the LOMS website.

LOMS Theatre Wish List

Each year we are in need of many items for class projects and theatre shows. I am including a "Theatre Wish List" of items are always a need for theatre activities. Many of these are consumable items and disappear quickly in our fabulous world of Theatrics. Please feel free to send any of these items at the beginning of the school year, or as you discover them throughout the year. Thank you so much for your support! Students will receive 10 bonus points per item. Student may use up to 40 bonus points per each 9 weeks but limited to only performance exams and test/quizzes. So, that means if a students has 90 bonus points they may only use 40 of those points throughout the 9 week period.

Baby Wipes & Clorox Cleaning Wipes

LOTS AND LOTS OF Masking Tape, Scotch Tape, Duct Tape,
Clear Packing Tape,

Paper towels, Kleenex, disposable shop towels

Glue Sticks

Blue or black pens, pencils

Colored map pencils, markers, highlighters, crayons

Scissors, rulers, measuring tape

Paint brushes & rollers (all sizes) & Drop cloths

3X5 & 4X6 lined note cards (white or colored)

Thread (any color), sewing notions (elastic, safety pins, trim etc.)

Safety pins, bobby pins, etc.

"Interesting" clothing items (prom dresses, vintage clothing etc.)

"Unique" left over paint (no oil based paints) or fabric for sets and costumes

Random Craft Items (buttons, ribbon, pipe cleaners, beads, etc.)

Building materials (parent must bring)

Our fundraisers are our performances! Performing plays come with royalties and lots of material to build a set and costume a play. We charge admission to our shows to offset the cost of producing them for you.

Thank you in advance for your help!

LOMS Theatre Activities & Events

Plays

LOMS Theatre produces several productions each school year with the intent of providing optimum opportunities for actors and technicians to master the craft in various genres of Theatre. Support is sought for virtually every aspect of the production process including costumes, props, set building, snacks, and front of house.

Play rehearsal: students are expected to be in the auditorium by designated time helping to set up the stage, rehearsal will be done by TBD(based on all students availability). Promptness is required in both - showing up for rehearsal and being picked up at the conclusion of rehearsal.

Cast Party: the kids #1 concern is always the cast party to celebrate the show well done.

This is organized 100% by parents for cast and crew members only. There is a fee depending on what the parent volunteers come up with. Open to all ideas.

UIL One Act Play

One Act Play Contest provides an opportunity for our middle school students to compete against other area middle schools and receive a critique from a judge. Auditions for OAP are very competitive and numbers for cast and crew are limited due to the rules of the contest. LOMS has received acting and technical awards from past contest and look forward to bring home the win this year. This is a unique experience for our highly dedicated young thespians to prepare for high school UIL OAP.

If you are interested in UIL One Act Play you will sign-up during the first week of school and will follow all rules and regulations provided in contract.

LOMS Theatre Student Expectations

Members of the LOMS Theatre Department are expected to behave in an exemplary manner, both on campus and when traveling. Your behavior reflects not only upon you, but our Theatre department, LOMS Middle School, and FBISD

Classroom Etiquette

****Failure to adhere to the classroom expectations can affect your class grade, & lead to disciplinary action as all the expectations can be tied to a teks (this is why we have them).**

Be on Time with yourself and supplies

- **All students should be ready to start the class when the bell rings!**
- **Every day you will need a writing utensil and school provided laptop(Charged).** Pen (any color) or pencil (grey pencil color) is acceptable. Marker, Highlighter, colored pencil, crayon are not an accepted writing utensils but may be used in note taking

Be Respectful of Others & Their Property ALWAYS

★ For our classroom **RESPECT** will be defined as

- Being on time and ready (before the scheduled time... aka the bell/rehearsal start time)
- Eye contact when communicating
- Not interrupting when someone is talking
- Paying full attention to the person talking
- No rude comments about anyone's presentation or idea (constructive criticism can be said respectfully & nicely to help the performer improve)
- Don't Disturb Others While They Are Working
- Never Talk or Disrupt Anyone during any presentation

★ **If you're not in the room when the performance starts - you must wait inside the entrance of the class until you hear applause - that's your cue to walk to seat.**

- Keep your feet on the floor, never on the backs of auditorium or classroom chairs or tables.
- Hang up your costume neatly. **NEATLY where you got it from!!!!**
- Not defacing any furniture. This includes drawing on it, gum storage, cutting into, destroying in anyway

Be honest and take ownership of your actions.

Stay on Task & Use Your Time Wisely This includes inside and outside of the theatre classroom.

All students need to take initiative and show interest in their own work and performances.

Students should be proactive about keeping up with assignments and due dates, make up work etc. **If you're missing something it's your responsibility** get it done. Your teacher should not have to seek you out to correct grades/turn in missing work. All assignments are posted in Schoology but most assignment are ensemble based and will be conducted in class.

★ **Only your best will be accepted.** Students that take ownership of their work will be very successful

No Personal Hygiene During Class!!!

No Inappropriate Language, Content, or Innuendos

- *Innuendo - an indirect remark about somebody or something, usually suggesting something bad or rude... basically saying something in a type of code - so that some people know what you mean.*

No Fighting (including loud arguments) or Horseplay ever, never... Even if you're friends, cousins, besties - none of it will be tolerated.

Clean up after yourself ALWAYS.

No Gum, Food, Candy or Drinks in Class As a performance classroom this isn't allowed. **Water Is allowed!**

Never Say or Think "I Can't"

If you can't do it one way there are lots of other possibilities to get it done!!! I have and will continue to prove this too you. "Everyone is capable of greatness , its up to you to decide how great you want to be."

More of what you need to know!!

Classroom Materials: Pen, pencil and Laptop and journal (this is a NON SPIRAL COMPOSITION NOTEBOOK), *your journal is always kept in the room*

Work: Turned in on assigned due date. *****Depending on the day of the assignment and the day of the absence, your work may still be due upon arrival back to class. Remember your ensemble is always depending on your so please come to class and communicate with your classmates when you know you will be absent as this can affect their grade.***

Beginning the class: in your assigned seat, journal/computer open - following the prompt on the board. *(This is not racing to your seat at the bell, or eventually making your way to your seat when your teacher reminds you of this expectation.)*

Dismissal: The teacher dismisses the class NOT THE BELL. He does so when your chairs are pushed in, journals are put up, and all of your area is cleaned up.

Grades:

Minor assessments: memorization check, activity participation, journal entries etc = 40%

Major assessments: Performances, (anything we work on for a week or more) = 60%

****Late work** - you have (the days you were absent to turn it in after the due date. It will be graded with a 10 point deduction.

★ Rewards: ★

Your teacher can use his imagination and isn't limited to the following

PBIS point

Passes at the end of the 9 weeks

Free days (for entire class to choose a theatre related activity we've previously done
student-led day

Bonus points

Etc.

Consequences:

Warning

Warning

Talk with producer(parent)

Referral

Tardy = 4th one is a detention, any after the detention will be an office referral

Foul language - office referral

Theft - office referral

Break something - if you can't fix it, replace it, or figure out a solution you'll have a problem.

Anything else not listed here - will have a fair punishment, I pride myself in being very fair.

Getting everyone's attention Signal:

Desk bell... 1 ring everyone FREEZE!!! (Action shot freeze immediately!! You don't need to take 1 minute to pick a pose.)

Grading -

The FBISD has adopted a new grading policy which consists of Minor and Major Summative categories.

A student's 9 weeks grade will be based upon the CURRENT Denton ISD Fine Arts grading guidelines as follows:

- **MAJOR SUMMATIVE (60%)**

Performances, projects/presentations, Tests over a unit of study

- **MINOR SUMMATIVE (40%)**

Daily rehearsal progress, characterization, theatre history, theatre terms, important people assessments, audience practice, technical theatre projects. All minor assessments are practice for or the preparation of the minor assessments, participation in these steps is crucial for the final major assessment.

Performance Policy -

Attendance is required for performances, during class and after school (class plays) for the LOMS Theatre Program. If a student misses a required performance - the student will have the opportunity to make up the performance. **The student must meet the requirements described below, complete a request to reassess form and have it signed by their parent before the reassessment will take place.**

REASSESSMENT - *All reassessment will be scheduled by the student and teacher needing to reassess.* Requirements for each reassessment will be based on the TEK that is needing to be reassessed. ***The district policy is that the reassessment will take place within 5 days of the missed performance or due date.*** Reassessment for minor summative grades will also be in accordance with the LOMS campus grading policy.

Major Summative reassessment:

Performances: The student will be responsible for gathering a mixed audience of adults and students to perform their piece in front of before school. The audience should be aware of the time and date of the performance scheduled by the student and Theatre teacher. No audience will mean choosing another date, the audience is a crucial part to the performance.

- If the performance is a group performance the student is also responsible for scheduling the entire group to perform again in addition to all of the above stated requirements. The group is not required to perform again, they can choose to do this to help a student out, and otherwise the student that missed the performance will need to figure out the best option.

Reassessment of minor summative grades can be done by the student scheduling a time before school with the theatre teacher to demonstrate the necessary tek. Students will need to have evidence of what they did to improve the grade and have a valid reason for reassessing. Being lazy and just not getting it done is not a good reason. If no proof of extra effort is shown the assignment will not be accepted until the proof is there.

AUDIENCE ETIQUETTE

The proper and acceptable behavior
of audience (class) members during a presentation

As one performs, the actor deserves respect from all members of the audience. The young actor has a heavy burden. Questions in their mind and concerns constantly interfere with their performance. "Can I remember my lines? Everyone is looking at me. Are they talking about me? What did I do wrong? I feel sick! I'm not ready. Will I ever survive this? What are they thinking about me?"

Therefore, it's very important for the audience to quietly pay attention during each performance to show support for the student on stage.

The following are a few rules of audience etiquette that all will be expected to practice both during class as well as during a play performance in the auditorium or where ever we might be watching a play.

1. Pay attention to all performances; watch and listen.
2. Stay quiet; absolutely no talking.
3. Never make fun of another person's performance.
4. Refrain from shouting comments to or intentionally distracting the actor during his presentation.
5. Avoid practicing your scene during other performances.
6. Applaud every presentation.
7. Never get out of your seat, move around the room, or distract the teacher during a performance.
8. The teacher-director is the one to offer suggestions or critiques after final performances. During the rehearsal process you will often provide peer evaluations to help enhance the final presentation. *We will be using the 4:1 rule (4 positive comment to 1 constructive criticism during peer rehearsal/evaluation time)* Please refrain from making **negative** remarks to your classmates after they have completed a final performance.

Theatre Student Oath

I, _____, promise to give my best. I want to have fun in Theatre and the way I will do that is by having a positive attitude.

I will work collaborating with my fellow classmates in a positive manner.

I will be on task during the period whether working with a group or individually.

I will at no time be mean, rude, or hurtful to any member of the Theatre classroom.
No idea is a bad idea.

I will at all times be respectful to everyone in the theatre classroom.

I will be an exemplary member of the theatre department, encouraging others and leading by example when in and outside of the classroom.

Doing all of the above will guarantee my success and a fun year in Theatre!!!

I have read, discussed, understand and promise to abide by Mr. Villarreal Theatre classroom expectations and look forward to having a dynamic year!!!

Signed: _____ Date: _____

Parent Signature: _____ Date: _____

Parent Volunteer/Booster CLub Form LOMS Theatre

I am a talented person with some great abilities, or an energetic parent who has free time to donate to the LOMS Theatre Department.

My talents include:

- _____ Building or Painting
- _____ Sewing
- _____ Making cookies or bringing snacks to rehearsals
- _____ Contacting parents or businesses for donations or volunteers
- _____ Taking money at performances
- _____ Gathering props and costumes
- _____ Transporting students to events
- _____ Hair and make-up

Booster Club sign-up: Yes No

Other talents not listed above:

Name

E-mail

Contact Number

Contact Number