



diREctor's NOTES

Sept. 2, 2009

WELCOME TO CSYP

DRESS CODE

As we start a new year, we just wanted to remind you of our dress code policy. Since you will be moving in dance rehearsals, you need to wear modest clothing that can be moved in freely. This would include loose-fitting pants, modest shorts, T-shirts, etc. This does not include bare midriffs, halter tops, short shorts, skirts, etc.

Please do not wear flip flops or other shoes you can't dance in. Appropriate dance shoes, including character, jazz, or ballet shoes are *highly* recommended.

PUNCTUALITY

Since our class time / rehearsals are limited to 2 1/2 hours a week, we want to be able to make the most of the time we do have. Therefore, we ask that you do your very best to be on time each week. We will start promptly at 4:00. In addition, we will finish at 6:30 and *ask that you arrive no later than 6:35 to pick up your child.*

We are excited to begin this new year and look forward to a fabulous set of workshops and an entertaining production of *Once on This Island*. We have attached a variety of papers to this note in order to give you some more information about the upcoming months. We hope that you will take the time to go through it, and if you have any questions, please feel free to contact us. Attached you will find the following:

1. **Calendar.** We know that your life is very busy, so we want to get these dates on your calendar right away. If there are any changes to this schedule, we will let you know as soon as possible!
2. **Commitment to Excellence.** This serves as our

discipline policy. Please take a moment to review our 3-strike policy that applies to all the kids.

3. **Contact Sheet.** This is a contact sheet for the CSYP producers. Feel free to contact us as needed.
4. **Attendance Policy.** Please read this policy completely. We run into too many problems when parents / participants do not understand how it works.
5. **T-Shirt Order Form.** Completely optional but fun!
6. **Sample Individual Progress Card.** Explained below

INDIVIDUAL PROGRESS CARDS

In order to better communicate with you, CSYP has set up a progress system for the kids. Each week, all participants will receive an Individual Progress Card. This card will follow them from class to class where each teacher will mark certain items on it.

First, the teachers will check a box regarding each child's participation and behavior in class. Second, they will note in the homework box anything your child should be working on at home during the week. In addition, if your child receives any strikes (see Commitment to Excellence paper) throughout the course of the day, it will be noted at the bottom.

Starting this week, each participant will be sent home with their completed card for you to see. Please take time to go over it with them and remind them throughout the week to be working on their homework.

In order for each child to fully benefit from this program, every participant needs to be working at home.

We will ask that you post this card somewhere in your home so it will be visible throughout the week as a reminder to continue practicing. (The fridge is a great place for it!) Also, we ask that you sign the bottom of the card and send it back with your child the following week.

There is a place to note whether or not her/she practiced at home.

Periodically, participants will be rewarded for their efforts. Treats may be given for leaving rehearsals without a single strike, practicing at home, arriving on time or simply returning the card the following week.

We hope this program will keep you informed as to what each child should be working on at home as well as noting both positive and problem behavior. We hope that you will support us in our efforts.

Please be sure to ask to see this card every week.

1st SEMESTER REHEARSAL SCHEDULE

Wed., Sept. 2	Rehearsal from 4:00-6:30 PM, Parent meeting from 4:00-4:30
Wed., Sept. 9	Rehearsal from 4:00-6:30 PM
Sat., Sept. 12	Rehearsal from 9:00 AM-12:00 PM (oldest group only)
Wed., Sept. 16	Rehearsal from 4:00-6:30 PM
Sat., Sept. 19	Rehearsal from 9:00 AM-12:00 PM (oldest group only)
Wed., Sept. 23	Rehearsal from 4:00-6:30 PM
Sat., Sept. 26	Rehearsal from 9:00 AM-12:00 PM (oldest group only)
Wed., Sept. 30	Rehearsal from 4:00-6:30 PM
Wed., Oct. 7	Rehearsal from 4:00-6:30 PM
Sat., Oct. 10	Rehearsal from 9:00 AM-12:00 PM (oldest group only)
Wed., Oct. 14	Rehearsal from 4:00-6:30 PM
Wed., Oct. 21	Rehearsal from 4:00-6:30 PM
Sat., Oct. 24	Rehearsal from 9:00 AM-12:00 PM (oldest group only)
Wed., Oct. 28	Rehearsal from 4:00-6:30 PM
Sat., Oct. 31	Rehearsal from 9:00 AM-12:00 PM (oldest group only)
Wed., Nov. 4	Rehearsal from 4:00-6:30 PM
Sat., Nov. 7	Rehearsal from 10:00 AM-2:00 PM (oldest group only)
Tues., Nov. 10	Rehearsal from 5:00-9:00 PM (oldest group only)
Wed., Nov. 11	Rehearsal from 4:00-6:30 PM
Fri., Nov. 13	Rehearsal from 5:00-9:00 PM (oldest group only)
Sat., Nov. 14	Rehearsal from 9:00 AM-2:00 PM (oldest group only)
Tues., Nov. 17	Rehearsal from 5:00-9:00 PM (oldest group only)
Wed., Nov. 18	Rehearsal from 4:00-6:30 PM
Fri., Nov. 20	Rehearsal from 5:00-9:00 PM (oldest group only)
Sat., Nov. 21	Rehearsal from 9:00 AM-12:00 PM (oldest group only)
Tues., Nov. 24	Rehearsal from 5:00-9:00 PM (oldest group only)
Wed., Nov. 25	No Rehearsal
Tues., Dec. 1	Rehearsal from 4:00-7:00 PM (oldest group only – DRESS/TECH REHEARSAL)
Wed., Dec. 2	Rehearsal from 4:00-6:30 PM
	Rehearsal from 4:00-9:00 PM (oldest group only – DRESS/TECH REHEARSAL)
Thurs., Dec. 3	Rehearsal from 6:00-9:00 PM (oldest group only – DRESS/TECH REHEARSAL)
Fri., Dec. 4	Oldest Group Performances at 6:30 and 8:00 PM
Sat., Dec. 5	Oldest Group Performances at 6:30 and 8:00 PM
Wed., Dec. 9	Rehearsal from 4:00-6:30 PM
Fri., Dec. 11	Rehearsal from 4:00-6:30 PM
	December Showcase Performance at 7:00 PM
Wed., Dec. 16	Rehearsal from 4:00-6:30 PM – Audition Workshop

OLDEST GROUP: You may not need to attend ALL of the rehearsals noted for the oldest group on this schedule. We will be dividing into several casts, and you will only be needed when your cast is rehearsing. If you have any conflicts with these dates, you will need to provide them to the director at the very beginning of the semester before you are cast in your scene. Upon casting, you will be given a final rehearsal schedule noting the dates/times you will be needed.

2ND SEMESTER REHEARSAL SCHEDULE

Jan. 2	Private Audition Coaching Session, Additional fee required (<i>optional</i>)	
Jan. 6	Auditions from 4-7, by appointment	
Jan. 9	Callbacks from 8-5, at the PG Library in the basement	
Jan. 13	Rehearsal from 4-5:30, Casting Announcement and Parent Meeting from 5:30-6:30	
Jan. 16	Initial Costume Fittings, in the basement of the PG fire station	
Jan. 20	Rehearsal from 4-6:30	
Jan. 27	Rehearsal from 4-6:30	
Feb. 3	Rehearsal from 4-6:30	
Feb. 10	Rehearsal from 4-6:30	
Feb. 17	Rehearsal from 4-6:30	
Feb. 24	Rehearsal from 4-6:30	
Mar. 3	Rehearsal from 4-6:30	
Mar. 10	Rehearsal from 4-6:30	
Mar. 17	Rehearsal from 4-6:30	
Mar. 24	Rehearsal from 4-6:30	
Mar. 26-27	Building and Painting Set, All Day	
Mar. 31	Rehearsal from 4-7:00	(Mandatory)
Apr. 1	Final Costume Fittings 3:30-6:00 or 4:00-7:00, depending on school schedule	(Mandatory)
Apr. 2	Rehearsal from 4-9	(Mandatory)
Apr. 5	Rehearsal from 4-9	(Mandatory)
Apr. 6	Rehearsal from 4-9	(Mandatory)
Apr. 7	Rehearsal from 4-9	(Mandatory)
Apr. 8	Rehearsal from 4-9	(Mandatory)
Apr. 9	Rehearsal from 4-9	(Mandatory)
Apr. 10	Rehearsal from 10-6	(Mandatory)
Apr. 12	Rehearsal from 4-9	(Mandatory)
Apr. 13	Rehearsal from 4-9	(Mandatory)
Apr. 14	Dress Rehearsal from 4-9	(Mandatory)
Apr. 15	Dress Rehearsal from 4-9	(Mandatory)
Apr. 16	Dress Rehearsal from 4-9	(Mandatory)
Apr. 17	Dress Rehearsal from 10-6	(Mandatory)
Apr. 19	Final Dress Rehearsal from 3-9:30 at Covey Center	(Mandatory)

Performance Possibilities #1

Apr. 20	Matinee Performance at 10:00am, Call time is 8:30am
Apr. 21	Evening Performance at 7:00, Call time is 4:45
Apr. 22	Evening Performance at 7:00, Call time is 5:30
Apr. 23	Matinee Performance at 10:00am, Call time is 8:30am
	Evening Performance at 7:00, Call time is 5:30
Apr. 24	Evening Performance at 7:00, Call time is 5:30

Performance Possibilities #2

Apr. 20	Matinee Performance at 10:00am, Call time is 8:30am
	Evening Performance at 7:00, Call time is 4:45
Apr. 21	Evening Performance at 7:00, Call time is 5:30
Apr. 22	Evening Performance at 7:00, Call time is 5:30
Apr. 23	Matinee Performance at 10:00am, Call time is 8:30am
	Evening Performance at 7:00, Call time is 5:30
Apr. 24	Evening Performance at 7:00, Call time is 5:30

Apr. 29 Cast Party from 4:00-6:00

OUR DISCIPLINE STRUCTURE: A COMMITMENT TO EXCELLENCE

As members of the Board and Artistic Staff of the Center Stage Youth Performers, we are committed to providing the best musical theater experience possible. Our main goals are:

- To give each participant opportunity to gain skills and knowledge in drama, vocal performance, dance, and technical theater
- To develop participants imaginations, talent, and self-esteem in a fun, safe, and stimulating environment
- To teach excellence with high expectations for commitment and behavior
- To help students learn to be dependable, trustworthy, and respectful

In order to reach these goals, we must expect our students to do the following:

- Come on time each week
- Come ready to listen and learn
- Show respect to directors and other students
- Accept assignments from directors
- Come prepared with lines, music, etc.
- Practice at home
- Do your best
- Have fun

Because we want an excellent program, students who are disruptive and choose not to give their best effort will not be included. We have a 3-strike approach, where after 3 strikes the student receives a major strike and is sent home. If a participant receives three major strikes, he/she will be dismissed from the program. They may re-apply for the next season when enrollment begins. (Each season begins in the fall.)

STRIKE ONE

If the director has to speak to a student because they are disruptive, they are given a daily strike. Three daily strikes during the workshop make one major strike against the student, and they will be sent home immediately.

STRIKE TWO

After the second major strike, the student and their parent will meet with the director and board members.

STRIKE THREE

If a third major strike occurs, the student will be asked to leave the program. If they wish to return, they may re-apply during fall enrollment, at which time their application will be reviewed by the director and the board's approval prior to acceptance.

CONTACT SHEET

The highlighted name is the producer you should contact if you have questions or concerns regarding the program. For questions regarding tuition, please contact Shawna Ivins.

If your child is going to miss a rehearsal, you must contact Lori Sanders (for the Performance Company) or Corinne Mayberry (for Broadway Bound) at least one hour prior to rehearsal to be excused.

Producer

Emily Varney

Phone: 801-785-1977

Email: emily@csyp.org

Producer and Business Manager

Call for tuition questions

Shawna Ivins

Phone: 801-785-5848

Email: sivins4@gmail.com

Producer

Angie Kremnev

Phone: 801-787-3019

Email: angiek@xmission.com

Producer for Broadway Bound

Call to get an absence excused from Broadway Bound

Corinne Mayberry

Phone: 801-735-6630

Email: cmayberry@thanksgivingpoint.org

Director for Performance Company

Call to get an absence excused from the Performance Company

Lori Sanders

Phone: 801-221-7761

Email: lori@csyp.org

attendance policij

Cast members are expected to attend all rehearsals. If a cast member is going to miss a rehearsal or part of a rehearsal, it must be cleared through the director at least one hour PRIOR to the rehearsal. Absences are excused at the discretion of the director. (Examples of absences that will not be excused: scouts, babysitting, church activities, doctor/dentist/orthodontist check-ups, sports practices and games, etc.)

If an absence is not cleared one hour before rehearsal, the absence will be considered unexcused. In addition, excessive tardiness will also result in an unexcused absence. Excessive tardiness is defined as more than 30 minutes late. Strikes will be given every 15 minutes after rehearsal begins, however.

Each cast member is only allowed one unexcused absence. After that, the director has the option to recast or remove the cast member from specific scenes and/or songs. If recasting is necessary, the cast member may be able to continue to participate in the show, but his/her role will be adjusted.

More than three unexcused or excused absences will result in a conference between CSYP, the cast member and the parents/ guardians, and a decision will be made about whether the cast member's continued participation is appropriate.

Due to the nature of our last two weeks of rehearsals in April, all cast members will be required to attend those rehearsals for which they are scheduled. Please plan your schedules accordingly. We ask that all conflicts be rescheduled, including dance lessons, music lessons, doctor's appointments, etc. The only conflicts that will be excused will be school related events that cannot be rescheduled (i.e. band concert) and other unforeseen events approved by the director (i.e. funerals). Any unexcused absence can result in the cast member being removed from musical numbers or scenes that they missed at rehearsal. Dates for these rehearsals and performances have been provided, and please be aware that they will overlap with Alpine School District's spring break.

There will undoubtedly be personal, family, and other events that will be missed as a result of participating in this program. **To get an absence excused, call Lori Sanders at 801-221-7761 at least one hour prior to rehearsal.**

DECEMBER SHOW policij - FOR THE OLDEST GROUP ONLY -

Fall show cast members are expected to attend all rehearsals. If a cast member is going to miss a rehearsal or part of a rehearsal, it must be cleared through the director one hour PRIOR to the rehearsal. Absences are excused at the discretion of the director. (Examples of absences that will not be excused: scouts, babysitting, church activities, doctor/dentist/orthodontist check-ups, sports practices and games, etc.)

If an absence is not cleared one hour before rehearsal, the absence will be considered unexcused. In addition, excessive tardiness will also result in an unexcused absence. Excessive tardiness is defined as more than 30 minutes late. Strikes will be given every 15 minutes after rehearsal begins, however.

Each cast member is only allowed to miss a total of 4 hours of rehearsal during the entire first semester, regardless of whether the absence is excused or not. After that, the cast member will be removed from the material he/she misses at rehearsal or does not know because of other missed rehearsals. In some cases, recasting will happen.

There will not be any free unexcused absences for the touring show cast members. If your absence is unexcused, you will be removed from the section(s) you missed. You are expected to attend rehearsals and to be on time.

If you miss rehearsal and your absence is included in your allotted 4 hours, you are required to get together with another cast member to learn what you missed. You will be expected to know this material when you arrive at the next rehearsal. Failure to do so will result in you being removed from those numbers, even though your absence was approved.

Excessive absences will result in a conference between CSYP, the cast member and the parents/ guardians, and a decision will be made about whether the cast member's continued participation is appropriate.

You have been provided with a rehearsal schedule for the entire first semester. No additional rehearsals will be added this year. Please plan your schedules accordingly. We request that all conflicts be rescheduled.

There will undoubtedly be personal, family, and other events that will be missed as a result of participating in this program.

OTHER ITEMS TO NOTE

Cancellation Policy

Cast members acknowledge that this program requires commitment and effort. To ensure a positive experience, cast members must be committed to working hard. Participants must follow through with their commitment at least until the end of the semester. If a cast member chooses to drop out prior to the close of the semester, there is a \$150 cancellation fee and prior tuition will not be refunded. If a cast member drops out prior to the first rehearsal of the semester, the cancellation fee may be waived if his/her spot can be filled before the first rehearsal.

Homework

Please encourage your child to do their theater homework each week. The pace of their growth increases tremendously when they take the time to practice. Its just like when your child is taking piano lessons. If they don't touch the piano in between lessons, it takes a long time for them to show improvement.

Water bottles

In order to avoid disturbing other groups, participants will only be allowed to get drinks from the drinking fountain during their regular breaks. If your child tends to get thirsty frequently, you will want to send him/her with a water bottle with his/her name on it.

Closed Rehearsals

Center Stage has a "closed rehearsal" policy. This means that non-cast members are not to attend rehearsals. Please do not send neighbors, cousins, siblings, etc. to sit and watch your child rehearse. With that being said, we don't mind if parents peek in on rehearsals from time to time, as long as they do not disturb the rehearsal in progress.