

July 6, 2009

Welcome to another wonderful Shade Tree Production. I want to extend a special welcome to the new STP families and a welcome back to the veteran families.

A brief introduction first... My name is Vicki Wolf and I will be the parent coordinator for *The Adventures of Tom Sawyer*. I have been involved with Shade Tree for 8 years and have three children who love performing. I am a teacher at Wachter Middle School which allows me to dedicate summer hours to Shade Tree Players.

There are many families in this production that I already know, but if we haven't met or if you are new to STP, please stop by and introduce yourself. I will learn the kids' names relatively quickly but will probably need a couple reminders for parents. Also, you may hear me call your child by their character name. I will apologize for that right now, because it will happen at least twice (usually more).

I will be sending home notes fairly regularly. You should get something at least once a week. I'll try not to overwhelm you with everything at once. If you don't receive a note and you see other kids leaving the theater with paper in hand, you can always check the website, www.shadtreeplayers.com where the notes will be posted by date.

A few things to start with – For the actors:

- Your child should bring their **script**, a **pencil**, and a **highlighter** with them to rehearsal each day. They will be highlighting lines, stage directions, and notes. They will also need to write blocking (where they go and how they move) into the script.
- Actors need to remember to wear comfortable clothes that they are free to move about in as they will be doing quite a bit of physical work. This includes tennis shoes instead of flip-flops.
- We will have snacks for sale, but sending a healthy snack and water is encouraged. Please make sure anything you send to the theater is labeled.
- No food is allowed in the theater. Actors should not be chewing gum.
- There may be short periods of time when your child is not on stage or engaged in another theater activity. Sending a deck of cards or a book along is helpful for these occasions. Gameboys and other electronics are allowed in the lobby, but we will not accept responsibility if something is lost or damaged, so be cautious about sending these items.

Parent Volunteer Schedule –

Dorinda Sailer has offered to share the parent coordinator duties with me this year, so you may see notes from her as well. To keep things a bit simpler, at least in the beginning, if you have questions please direct them to me until she gets a feel for what is happening.

I have received most of the parent volunteer forms. There were an abundance of people who volunteered to type the biographies. Unfortunately, I can only have one person fill that role. However, there is a schedule attached which lists all the other areas where we could use some additional help. Please check it over and if there is a time/job you, an older child, grandparent, family friend, etc., could fill, please give me a call either at the theater during rehearsal or at my home number. The volunteer form will be updated regularly on the website. If there are people who haven't turned in the forms yet, please send them to the theater as soon as possible. If you see mistakes (in names, in dates or times, etc.) please let me know and I will get them corrected as quickly as possible. If you are unable to help on a day you have volunteered for, please let me know as soon as possible so I can try to find someone else to fill in.

Cast T-shirt – All orders for t-shirts should already be turned in. If you would still like to order a shirt, please bring \$15 to the theater and talk to me about it by Wednesday, July 8.

I think that is all I need to tell you at this time. Thank you for allowing your child to be part of this show. I am excited to watch it develop. Thank you for the time you are willing to put in to make this a great production.

Vicki Wolf

Parent Coordinator for *The Adventures of Tom Sawyer*