

June 29, 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 Karol Riedman and I will be the parent coordinator for *Wipeout!* I have been involved with Shade Tree for 7 years, as my son Chris has enjoyed acting in the productions since age 6. Email is the best way to contact me – karol@kkrcpa.com. My home phone number is 255-0363, and my cell phone number is 202-7051. I will also try to be present at the beginning and end of each rehearsal, so you can catch me then to ask any questions you might have.

I will be sending home notes fairly regularly, 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.
- 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. Any drinks should have a tight screw-top lid.
- 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.
- At High Prairie Arts & Science Center, there are other organizations using the building and many things going on. The actors must stay in the Shade Tree production area, and must be respectful of the other groups in the building. The Gateway to Science gallery is open each day at noon, but there is an admission charge, unless you are members, so it is essentially off-limits during rehearsal time.

Parent Volunteer Schedule –

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 or send me an email. 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 or Jerry about it by *Wednesday, July 1*.

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.

Karol Riedman
Parent Coordinator for *Wipeout!*