

Academic Eligibility

To be eligible for a high school activity, students participating must:

1. Be enrolled or dual-enrolled in school.
2. Have earned passing grades in ALL classes the previous trimester (excluding physical education).
3. Be enrolled in at least four full-time classes in the current trimester (excluding physical education).
4. Be under 20 years of age.
5. Be enrolled in high school for eight semesters or less.
6. For students in athletics; have not been a member of a college squad nor trained with a college squad, nor participated in a college contest nor engaged in that sport professionally.
7. Special education students or students covered by a Section 504 plan shall not be denied eligibility on the basis of scholarship if the student is making adequate progress, as determined by the student's team, towards the goals and objectives in the student's IEP or 504 plan.
8. An academically ineligible student, with administrative and coach/director approval, may practice but cannot participate in any competitions or performances.

School Attendance

1. A student is expected to attend one-half school day based on their schedule, immediately prior to the competition or practice to be eligible to participate in practice, competition or performance schedule on the same date, unless otherwise authorized by principal or designee.
2. Participation in evening performances or competitions should not affect school attendance on the following day. When performing or competing during the school day, students are expected to return to classes immediately after the event.
3. Student placed on out-of-school suspension will not be allowed to practice or compete in contests during the suspension period.

Good Conduct Rule

To retain eligibility for participation in Iowa City Community School District extracurricular activities, students must conduct themselves as good citizens both in and out of school at all times. Students who represent the school in an activity are expected to serve as good role models to other students and to members of the community.

Any student who is found to have violated the school's Good Conduct Rule will be deemed ineligible for a period of time. The specific violations listed below will result in the student's loss of eligibility for participating in extracurricular activities.

1. Possession, use, or purchase of tobacco products, regardless of student's age.
2. Possession, use, or purchase of alcoholic beverages, including beer and wine; odor of alcohol on a student's breath is considered evidence of use.
3. Possession, use, or purchase of illegal drugs or the unauthorized possession, use, or purchase of otherwise lawful drugs.
4. Engaging in activities outside the school community that would be grounds for arrest or citation.
5. Suspension for any reason.

Theatre West Conduct Expectations

Students must act in an appropriate and responsible way at all times when representing Theatre West. If at any time a director feels that a student is acting inappropriately, putting other students at risk, being distracting and off-task, or not performing the duties expected for their role in our program, the directors have the right to send the student home, or dismiss the student from the Theatre West program permanently.

PERSONAL CONTRACT

THIS PERSONAL CONTRACT SIGNIFIES AGREEMENT BY STUDENT AND PARENT/GUARDIAN WITH THE CONDITIONS LISTED BELOW.
BY SIGNING THIS CONTRACT IT IS AGREED:

1. The student will attend all meetings, trainings, rehearsals, and work days according to their schedule. Students must report to these scheduled events promptly. If there is an **emergency**, the director is to be notified at 563-650-2230 or by email, NOT by word of mouth through friends.
2. Student will schedule other time conflicts (doctor's appointments, family trips, etc.) around rehearsals and work days. **A conflict must be listed on student's audition/application form to be excused.** Certain absences (tech week, dress rehearsals, show days) will not be excused under any circumstances. Emergency absences will be granted at the director's discretion. Meetings and trainings are mandatory – missing any required meeting or training session may result in replacement. Missing one unexcused rehearsal or work day will result in student being placed on probationary status. **Two unexcused absences may result in replacement.**
3. Actors will prepare for rehearsals by learning all lines, blocking, music, and choreography as soon as directed and practice them at home. Actors will behave attentively and responsibly at rehearsals, taking notes and direction cooperatively. Actors must be prepared for rehearsals (scripts, pencils, music, and proper attire, etc.).
4. Crew members will attend all required trainings and meetings as well as all required work days. Crew members will behave attentively and responsibly at all times and take direction cooperatively. Crew members must be prepared for training and work days which includes wearing proper attire and safety equipment. Crew members must perform the duties expected for their role. Failure to meet any of these expectations may result in replacement.
5. Student will arrange for all transportation (must be guardian approved) to and from required scheduled events.
6. Student will share with parent/guardian all important forms given by the director thus keeping them informed of schedules and other pertinent information.
7. Student and parent/guardian agree to let Theatre West use rehearsal and show photos in promotion of show and Theatre West.
8. Student will maintain passing grades and be attentive to homework during the production. A student who is struggling to maintain eligibility must inform the director IMMEDIATELY. A student who becomes ineligible during the course of a show will be replaced. Grades are checked bi-weekly.
9. Student verifies that he/she is academically and otherwise eligible to participate in the production. Falsification of this information may be cause to suspend all further participation in Theatre West productions.
10. Students must act in an appropriate and responsible way at all times when representing Theatre West. If at any time a director feels that a student is acting inappropriately, putting other students at risk, being distracting and off-task, or not performing the duties expected for their role in our program, the directors have the right to send the student home, or dismiss the student from the Theatre West program permanently.

CONTRACTS AND BIOS ARE TO BE SUBMITTED ONLINE!!!

All cast and crew members must submit their contracts and bios by **Friday, September 14th**.
Contracts and bios are to be submitted on the Theatre West website: **theatrewesthigh.com**.



Dear Neighbor & Community Member,

West High School is in the midst of producing *Miracle on 34th Street*. Students will present this play on November 30th and December 1st. Thanks to our supportive community, we expect an outstanding audience for this show. We are seeking prominent businesses in our community to place advertisements in our program. If you choose to place an ad, you will be reaching many potential consumers.

There are ads available in full page, half page, quarter page, and business card sizes. In appreciation of your contribution, we would like to offer you **two complimentary tickets to the night of your choice for any ads half-page size or larger**. Just check the performance you would like to attend in the appropriate box below. If you have any questions, please feel free to contact the Director, Katy Nahra, at Nahra.Katy@iowacityschools.org or 563-650-2230 or Production Manager, Ann Rocarek, at Rocarek.Ann@iowacityschools.org or 319-541-5667.

Business Name _____

Contact Name _____

Business Phone _____

Ad Size:

- Full Page \$ 140.00
- Half Page \$70.00
- Quarter page \$35.00
- Business Card \$25.00

Ad Format:

- Use my ad from paper or disk.
- Same as business card
- Make up my ad
- No artwork for my ad, just text

Please make all checks out to *West High School!*

THANK YOU AGAIN FOR SUPPORTING THE ARTS!

Please check which performance you would like for your complimentary tickets and they will be waiting at the box office for you.

- Friday, November 30th (7:00 pm)
- Saturday, December 1st (1:00pm)
- Saturday, December 1st (7:00pm)





COME JOIN IN THE FUN
WITH THEATRE WEST !!

PARENT VOLUNTEER FORM

Dear Parents,

We are in need of volunteers to help with various projects for our production of *Miracle on 34th Street*. If you are interested in helping with this performance in some way, please check the appropriate boxes, sign the form, and have your student return it to Mrs. Rocarek during rehearsals.

The play opens November 30th. We have much to do in the next few months and we will have so much more fun with YOU involved!

- Set Construction and/or painting
- Costumes
- Props and Set Pieces
- Production work (tickets, programs, concessions, etc)
- Providing food/snacks
- Cast Party (December 1st after the final show)

Interested Parent's name _____

Student's name _____

Day phone _____

Evening phone _____

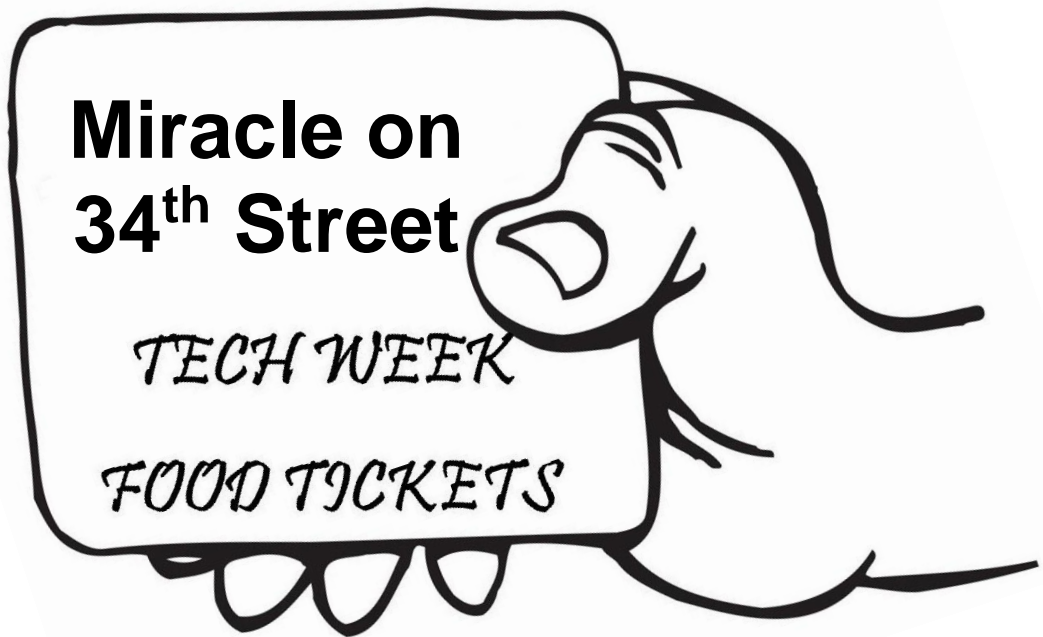
Email _____

Best Way to contact you _____

If you have questions, contact the Director, Katy Nahra, by email at Nahra.Katy@iowacityschools.org or the Production Manager, Ann Rocarek, by email at Rocarek.Ann@iowacityschools.org.

Thank you again,

Katy Nahra, Director
Ann Rocarek, Production Manager



*FOOD WILL BE PROVIDED FOR CAST AND CREW WITH A FOOD
TICKET ON THE FOLLOWING DATES:*

*November 19th and 20th-after tech
November 26th and 27th-during dress rehearsal
December 1st-between shows*

Please fill out the form below and submit with payment.

Name: _____

- | | | |
|--------------------------|--|-------------|
| <input type="checkbox"/> | 5 Night Ticket (11/19, 11/20, 11/26, 11/27, 12/1) | \$25 |
| <input type="checkbox"/> | 3 Night Ticket (11/26, 11/27, 12/1) | \$15 |
| <input type="checkbox"/> | 1 Night Ticket (12/1) | \$5 |

ALL CAST AND CREW MUST HAVE A TICKET TO GET FOOD...NO EXCEPTIONS!!!!

PLEASE SEE ANN ROCAREK IN ROOM 117 TO PURCHASE A TICKET

Please Make Checks Out to West High

Tickets will be on sale until Friday, September 28th

PARENT SPONSORSHIP HELPS BUILD OUR DRAMA PROGRAM!



Dear Parents, Guardians, Relatives, Friends,

It's almost show time, and now is your chance to make a financial contribution to West High Theatre. The following is a description of ways you may choose to patronize our organization:

Bronze sponsor (\$50) You will be listed in the program. You may write a one sentence message to your student that will appear in the program.

Silver sponsor (\$100) You will be listed in the program and may include a 3 sentence message to your child.

Gold sponsor (\$200 or more) You will be listed in the program. You may write a message to your child and will receive two complimentary tickets to the show. The tickets will be available at the performance of your choice.

Please make checks payable to *West High School*.

Student Name: _____

Your Name/names: _____

Amount of contribution: _____

Message to the student, exactly as you would like it to appear in the program:

Performance for which you would like tickets (*Gold only*): _____

Please send this & your contribution to rehearsal with the student by **Friday, September 28th**. If you have questions, contact the Director, Katy Nahra, by email at Nahra.Katy@iowacityschools.org or the Production Manager, Ann Rocarek, by email at Rocarek.Ann@iowacityschools.org.

THANK YOU FOR YOUR CONTINUED SUPPORT OF WEST HIGH THEATRE!

SEE YOU AT THE SHOW!





Personal Makeup Kit Order Form

To order a personal makeup kit for \$20.00, please fill out the following form and return it with payment to Ann Rocarek. If you do not wish to purchase a kit, makeup will be provided for you. Make checks out to Theatre West.

Makeup kit includes:

Creme Foundation	Eye Pencil
Creme Contour Palette (Highlight, Shadow, Rouge, Lip Color)	Flat Brush
Face Powder	Powder Puff
	Sponge Applicator
	Stipple Sponge



Please Indicate Skin Tone (keep in mind stage makeup should be darker than actual skin tone):

- Fair: Lightest
- Fair: Light-Medium
- Fair: Tan
- Olive: Fair-Medium
- Olive: Deep
- Brown: Light
- Brown: Medium
- Brown: Dark

NAME _____