



Fellowship of Inspired Lions Handbook

Legacy Preparatory Christian Academy

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About FOIL

FOIL is Legacy Preparatory Christian Academy's theater arts program. It was founded in Spring 2014 as an effort to further promote fine arts appreciation and participation in the school. We pray before and after rehearsals, we have student and director-led worship times, and the Artistic Team prays for the cast throughout the process from auditions to final curtain call.

FOIL's Mission Statement

FOIL provides an avenue for creatively gifted students to form relationships with others and showcase their talents in a way that glorifies God.

Productions

There are ideally at least two productions per school year. FOIL participates in some type of play production in the fall (type of production and ages vary), and there is also a junior or full-length stage production during the spring semester, frequently a musical, typically open to all middle school and high school students. Other opportunities may present themselves but are not guaranteed.

Artistic Team

The Artistic Team is typically comprised of the Director, Assistant Director, Choreographer, and Vocal Director, working in tandem with the Show Coordinator. Sometimes a single person may take on more than one of these roles or another individual with a specialized talent may join the team.

Questions or problems during the show process should be resolved with the Show Coordinator or the Director, if necessary.

Mandatory Pre-Show Meeting

Every family interested in participating in a FOIL production MUST have one parent or responsible adult attend the scheduled Mandatory Pre-Show Meeting on the first day of rehearsals. At this meeting families will learn about committees, logging volunteer hours, "Houses," tech week, etc., as well as meet the Artistic Team. If a family cannot attend the scheduled meeting, it is the family's responsibility to contact the Show Coordinator to arrange an individual conference. Parents who do not attend the meeting or make alternative arrangements will result in their student not being permitted to continue with the show.

Drama Elective Student Participation

All students enrolled in the Drama elective (when it is offered) are required to both (A) audition and (B) contribute to the semester's FOIL activity in some capacity – either as a cast member (if they are interested and selected) or on a committee (examples include props, costumes, set, etc.). If the student is cast, then the family is responsible for the financial and volunteer requirements detailed below.

Auditions

All LPCA students within the prescribed range (most often middle school and high school) are welcome to audition for the fall play or spring musical. Other events (such as TAPPS One Act Play, RenFest, etc. have different age requirements).

Students should bring the completed Audition Packet to their audition, signed by parents, with ALL conflicts recorded (remember that the more conflicts that are listed, the less time the student will be in rehearsals, which may impact the size of the role the student receives). **There may not be any conflicts during Tech Week or during Shows/Competitions.**

Students should prepare a "slate" for all auditions. A slate is a student's first impression to the directors. The student should state their name, their grade level, and the titles of any song(s) or monologue(s) they will performing. The slate should be practiced before the audition! For each production, the audition requirements may vary. Sometimes students will be expected to learn a song of their choice or memorize a monologue of their choice; they may be asked to perform select songs from the musical or genre; they may be asked to do some cold reading. The requirements are designed to give the Artistic Team enough information to make smart casting choices that will allow the students to shine in their role(s). The entire audition process is closed to the public.

Students should dress nicely and treat the audition like a job interview. Shorts, t-shirts, and flip-flops are not appropriate attire. Students should also bring comfortable clothing for the dance audition (if required) that follows the individual auditions. Students will be taught a short dance to music by the choreographer, given an opportunity to practice with help, and then asked to reproduce the dance in groups. Every student must participate in ALL steps of the audition process to be considered for a role, even if they would prefer to not receive a solo.

The audition starts the moment the student walks into the door and lasts until about 30 seconds after they leave. Students should NOT apologize for how they sing or how they perform. Directors want each student to do well! Students should not rock back and forth or fidget either. Instead, they should smile and demonstrate that they will be pleasant to work with. They should project confidence and sing with confidence, even if they do not sing well. Finish by thanking the Artistic Team for their time and attention.

Casting

Casting requirements will vary greatly depending on the production requirements.

Every single role in a show is important. The show requires the lead characters, the supporting roles, and the ensemble to make a complete production. No single role is more important than any other. The Artistic Team will deliberate and pray over the Cast List for as long as it takes for them to feel as though it is completed. Sometimes this process is simple and easy, while other times it is extremely difficult. Our goal is to have the Cast List available to the students as quickly as possible, ideally on a Friday or Saturday to allow students to process their roles at home before school on Monday.

Casting a show is complex. There are some things that impact a casting decision that a student can do absolutely nothing about. These include height, overall “look”, and what part each student sings, as well as what specific parts are available in a particular production. A few other factors depend on the other students auditioning, for example, the “chemistry” between possible on-stage couples (romantic or hero/villain).

Many times casting appears as though leading roles are given to a small group of people over and over again. It is important to understand that fairness goes both ways. Some students work hard on their skills, never miss a rehearsal, take extra dance, music, or acting classes because they want to improve on their talents and abilities. These students should not be penalized for working hard, training, and having a natural talent. FOIL believes that everyone should have the same opportunity to demonstrate their abilities to compete for the roles.

Cast/Crew Member Benefits

Each cast member will receive a Show T-Shirt (for the musical and fall play), the code to log into the Custom Google Classroom Show Account, a tentative rehearsal schedule, and instructions for logging their hours. High School students also have the opportunity to receive letterman patches if they meet the requirements. See the section later in the Handbook for these requirements.

Rehearsals

Most rehearsals will consist of the following: a physical warm-up, a vocal warm-up, learning new dances or practicing previously learned dances (for the musicals), blocking, running complete scenes or acts, prayer and worship.

Although most of the rehearsals will have the full cast called, occasional rehearsals may only call certain cast members. If this occurs, the non-called cast members may still come and enjoy fellowship and practice, but it is not required.

Students are required to Sign-In and Sign-Out every time they arrive and leave.

Dress-Code

During every rehearsal students are expected to wear **grey or black sweatpants** (does not have to be thick, but cannot be leggings), **white crew-neck t-shirts** (no logos/images/words), **and comfortable shoes**. Athletic shorts are not allowed. During auditions students will have the opportunity to purchase sweats with the FOIL logo and shirts with the motto if desired. Adult volunteers, the Artistic Team, the Show Intern, and Crew are all welcome to purchase the Legacy FOIL gear as well, although they will be a different color.

Once costumes are being fitted, students are also required to bring **“underclothes”** which include a tank top and bike shorts that can be worn without being seen under costumes for modesty and quick changes.

During Tech Week students are expected to bring underclothes to each rehearsal, as well as a **“cover-up”**. Students may not eat or drink in costumes without wearing a cover-up. During OAP Competition, students are expected to bring modest and appropriate clothing to be worn when not actively competing or in costume.

Students may be required to purchase or borrow a certain style of shoe depending on the show for tech week and performances/competitions.

Show Intern

The Show Intern is a role that works closely with the Artistic Team for the duration of the spring show. They have a wide variety of responsibilities which primarily involve helping accomplish whatever needs to be done in the moment. The Show Intern attends all of the rehearsals, tech week and shows. The benefits include a Show T-Shirt, great work/volunteer experience, and the cast experience without actually being on stage. We highly value this position.

Interested students must submit a letter to the Artistic Team explaining both why they would like the position, as well as why they would add value to the team. Applicants must have logged at least 20 hours in a previous FOIL production (either as cast or crew) in order to apply. In the rare case of an extremely involved and complicated production, two students may be selected to be Show Interns. Students without the required 20 hours are encouraged to volunteer their time on various committees during a show so that they may apply for the next production.

Crew

To make a production happen, crew members are vital. We need crew members to help with props, sets, costumes, light/sound, backstage, etc. Before each show, prospective Crew fill out an Application Form which allows students to rank how they feel about different committees and let the Artistic Team know about their conflicts during the rehearsal schedule. Using both of that data, students will be assigned to areas best suited for their gifts, interests, and time.

Student Awards

For the spring musical, there are six awards bestowed upon students at the close of the last show during the Strike Party. The winners of the first five awards receive a green room blanket, and all six receive a certificate.

“Lion Heart” Award: The most Christ-like cast member that is voted on by the cast during Tech/Show Week. This person is kind, sincere, friendly, positive, humble, and encourages others. S/he is a positive role model and has a Christ-like spirit. (Red Blanket)

“Leader of the Pack” Award: The cast member who is always looking out for others. S/he is helpful, on the ball, and hard working without being asked. S/he has a servant’s heart and takes care of others. The Artistic Team selects this award recipient. (Dark Blue Blanket)

“Star of the Savannah” Award: The cast member who brings the most life to his/her character or made his/her character extra special. S/he is the one who truly made their part “shine” in the show. The Artistic Team selects this award recipient. (Yellow Blanket)

“Wildcat” Award: The funniest mishap that happens during the show or the cast member who suffers the most for their art or the student who goes all out with all of the dances/scenes. This award can be given to anyone involved with the production of the show. The Artistic Team selects this award recipient. (Orange Blanket)

“Lion Leap” Award: The cast member who showed the most growth as an actor or as a person during the run of the show. S/he made a large “leap” from where they started to where they finished when the show ends. The Artistic Team selects this award recipient. (Green Blanket)

“Lion’s Den” Award: A crew member who did an outstanding job. The most helpful, hard-working crew member usually selected by the Show Intern and/or Backstage Committees, with possible input from the Artistic Team.

For the fall production, there are 4 awards bestowed upon students at the close of the last show during the Strike Party. The winners of the first 3 awards receive a green room blanket, and all five receive a certificate.

“Lion Heart” Award: The most Christ-like cast member that is voted on by the cast during Tech/Show Week. This person is kind, sincere, friendly, positive, humble, and encourages others. S/he is a positive role model and has a Christ-like spirit.

“The Pride” Award: The student who is encouraging to others throughout the duration of the show, takes direction well, and wants the best for the show as a whole. The Artistic Team selects this award participant. (Gold Blanket)

“The Prowl” Award: The student who best develops and maintains their character carefully and thoroughly. The Artistic Team selects this award participant. (Teal Blanket)

“Lion’s Den” Award: A crew member who did an outstanding job. The most helpful, hard-working crew member usually selected by the Show Intern and/or Backstage Committees, with possible input from the Artistic Team.

Eligibility

FOIL follows the rules of TAPPS with regards to eligibility. If a student is failing more than one class, the student is no longer eligible to participate.

In addition, if a student decides to drop out of a production for reasons that are not approved by the director and show coordinator, then they are not eligible to participate in the following production. Students are also not permitted to participate in the next production if they declined their role from the previous production after the Cast List is announced.

Lettering

Both cast and crew members are eligible for earning Varsity Letters for FOIL. The letter patch may not be received until the required hours are completed after entering High School. In order for students to receive the Varsity Letter, they must complete the following requirements:

1. Log 130 hours (cast, crew, and/or volunteer)
2. Complete all commitments to productions for which volunteer hours were logged
3. Receive a recommendation from the Artistic Team

Grounds for the Artistic Team not recommending the student for lettering could include:

- Missing rehearsals not previously stated in the conflict form or not excusing absences or tardies with the Artistic Team before rehearsal
- Not memorizing lines in a timely fashion
- Not making every effort to learn dances
- Not arriving on time, regularly ducking out of rehearsal, or not following the rules in rehearsal
- Poor attitude

Fine Arts Credit/Elective Credit/P.E. Credit

Students may receive **0.5 Fine Arts Credit** OR **0.5 General Elective Credit** if they complete **32 hours** of FOIL activities in **one semester** by being cast/crew in a production. These hours must be logged on the *FOIL Fine Arts/Elective/P.E. Credit Form* and signed off by the Director.

Students may receive **0.5 P.E. Credit** if they complete **32 hours** of FOIL activities in one semester by being cast in a musical production. This is not an option for crew or for productions that do not involve heavy dancing. These hours must be logged on the *FOIL Fine Arts/Elective/P.E. Credit Form* and signed off by the Director.

Please note that only **FOIL activities are eligible for earning Fine Arts or Elective credit, not any other outside theater companies, summer camps, etc.*

Family Commitment

FOIL cannot produce shows without the help of the families. The commitments from families are different for the different types of productions. Please see the later sections for further descriptions of “Pre-Show Committees,” and “Tech Week Committees.”

Because each family has access to different resources, we have two options for supporting FOIL during a student’s participation in most productions. It is our hope that having options to choose from will make it easier for you to support the organization.

Fees and Family Commitment

Each production has a required:

- **Fee** (this production fee goes to pay for the rights to produce the show, venue, costumes, props, set, show shirts, etc.)
- **Volunteer Hours Requirement** (to produce a show with the small fees we charge, we NEED man-power; the shows come together because of the help from parents!)
 - *Each volunteer hour NOT completed once the show is over will be billed at \$50/hour.*
 - *FOIL volunteer hours DO count as Legacy volunteer hours too!*
- **Performances:** Parents will always be allowed to watch at least one performance as an audience member, but in any shows that are not competition-based, they will be required to volunteer or provide an alternative adult to volunteer at the performance(s).

For the Fall Play:

Option 1: \$200 production fee + 25 volunteer hours* combined from pre-show and tech-week committees + assisting during one of the performances

Option 2: \$600 production fee, no required volunteer hours

Option 3 (CREW): \$50 production fee

For the TAPPS One Act Play Competition

Option 1: \$150 production fee, 20 volunteer hours* combined from pre-show and tech week committees

Option 2: \$400 production fee, no required volunteer hours

Option 3 (CREW): \$30 production fee

Please note: If FOIL advances to further competitions, such as State, other costs including hotel stays and food will be the responsibility of the family and will be further explained at the time.

For the RenFest Competition:

\$75 fee per student for the first event; an additional \$25 per student for any additional events the student competes in + 5 volunteer hours*

For the Musical Production:

Option 1: \$250 production fee, 30 volunteer hours* combined from pre-show and tech-week committees + assisting during some of the performances

Option 2: \$800 production fee, no required volunteer hours

Option 3 (CREW): \$50 production fee

If participation is limited due to finances, please see the Show Coordinator or Director. We can sometimes make special arrangements for the student to participate.

Committees

Committees are how you earn your volunteer hours. We will have Volunteer Logs for you to fill out during the show process. Please see the below descriptions to understand the committee responsibilities.

We also invite and encourage any students with a passion for one of these areas to volunteer to Chair the committee! It makes for great experience and resume building, as well as allows you to log many volunteer hours.

Pre-Show Committees

Set – This committee is responsible for designing and building sets according to the artistic team’s vision.

Props – This committee is responsible for gathering or purchasing all of the props required in the show.

Costumes – This committee is responsible for fitting each cast member with the appropriate costumes according to the artistic team’s vision.

House – This committee is responsible for ticketing. This includes mapping out the venue, online ticket sales, at the door ticket sales, and ushers.

Concessions/Souvenirs – This committee is responsible for providing concessions for each show and souvenirs to sell that are the appropriate show theme.

Public Relations – This committee is responsible for advertising the show for ticket sales as well as soliciting ads for the playbill to offset the cost of printing.

Hospitality – This committee provides snacks and food for cast members during rehearsals.

Tech Week Committees

Backstage – This committee is responsible for keeping props organized backstage and ready for cast members and help move sets. They also assist cast members as requested by the Artistic Team. This committee is required to wear all black during performances due to potential visibility from the audience.

Costumes – This committee helps with quick-changes and is ready to make repairs.

House – This committee is in charge of ticketing. This includes at the door ticket sales, and training/supervising ushers.

Concessions/Souvenirs – This committee is responsible for selling souvenirs and working at the concession table.

Hospitality – This committee provides snacks and food for cast members during tech week.

Mics – This committee assists with putting on, taking off, and doing tests of the mics. Only adults who have been trained on mics will be able to fulfill this role.

TAPPS’ OAP: Competition Committees

Crew Supervision - OAP is meant to be student driven; however, we need adults to supervise committee work and help with travel/errand running when needed.

Rehearsal Hospitality – This committee is responsible for snacks and food during rehearsals.

Competition Hospitality – This committee is responsible for snacks and food during the competition.

Budget

Each show has a limited amount of money that can be spent. These amounts are based on expected ticket sales revenue, cost of the rights for that particular show, cost of the rehearsal venue(s), cost of the production venue, etc. Once the overall budget has been created, it is broken down into the committees based on the assets we already have available. No changes to the budget may be made without the approval of the Show Coordinator.

It is SO IMPORTANT to know the costs of all items being purchased in order to stay within the budget. You must submit reimbursement request forms as purchases are made so that the committee chair and the show coordinator may keep up-to-date accuracy with each committee's' budget.

Tax Exempt Account

LPCA is a 501(c) and tax-exempt for purchases related to our shows. Committees will receive a copy of the form to take with them when making purchases for the show. LPCA will not reimburse tax expenses.

FOIL aims to provide experiences for students that teach leadership, teamwork, and unity. It is a family as well as a school experience, creating memories for everyone involved. We pray for and with one another, and ultimately aim to make our expressions of creativity pleasing to the Lord.