

Kennedy Middle School Presents



Welcome to the 2011 Kennedy Middle School Play! We're glad your son/daughter has shown an interest in participating in this year's school play. We hope they had a successful try-out and are looking forward to the role they will play in High School Musical. As with any school event, it takes many hours of work to put on a production of this type. But if we all keep this motto in mind - "Many hands make light work" – we can make this year's production fun for everyone. Listed on the back of this letter are opportunities in which you, as a parent, can fulfill your volunteer assignment in this year's production. **Please choose an opportunity and reply in one of two ways:**

1) return this letter via your son/daughter to Mrs. Buettner or Mr. Musolff at the next scheduled play rehearsal

or for a more reliable means of delivery (we all know how that goes!)

2) send an email to Cathy Plank (Play Chair) at gtownplanksx3@yahoo.com indicating your choice of opportunity.

We ask that every parent respond by September 15th with their email address (or phone number) and volunteer opportunity so that we can build a database for important announcements regarding the play. Plus, if you reply early – you get your choice of volunteer opportunity! **Performance Date/Times are:**

Thursday, November 3rd – School Performance (TBD) and 7:30 PM Performance

Friday, November 4th – 7:30 PM Performance

Saturday, November 5th – 2:00 PM Performance

Once you select your volunteer opportunity, don't forget to place it on your calendar! We look forward to meeting you!

Parent Name(s)/Volunteer

Email Address (please print clearly) OR Phone Number (if no email address available)

KMS Production of High School Musical Volunteer Opportunities - Please indicate your choice by checking one (or more if you wish) of the following:

Play Director Specific Requests/Opportunities – (primarily after school hours)

- Dance – (Help to teach the dances)
- Drill – (Drill separate core sections of play, incorporate lines/actions)
- Running Lines (Assist kids in memorizing/practicing their lines!)
- Set Design (help to create the scenery used in the performances)

PTA Committee Related Opportunities

- Advertising (supervising kids in the play who make the posters and assist with posting them in KMS and other schools in district)
- Cake Order/Delivery (for final performance night)
- Decorations (assist with making table/gym decorations, assist in setting up on November 3rd)
- Play Brochure (assist with creating play brochure)
- Play Brochure Advertising (Solicit ads from parents wishing their son/daughter well, as well as, from some local businesses)
- Play Committee (coordinates volunteers in one of the areas listed here- we need a small core group)
- Reset of Gym after performances on (select a day) November 3rd _____ November 4th _____
- Set Up of Gym on Performance Day - **November 3rd - After School**
- T-Shirt Sales (coordinate order of T-Shirts and distribute upon delivery)
- Take Down of Gym - **November 5th (Saturday after 2:00 Performance) Only**
- Ticket Pre-Sales (Advance Ticket Sales/Table Reservations)
- Ticket Sales (sit at table selling tickets on night of performances) – Select a night or two!
November 3rd _____ November 4th _____ November 5th _____
- Ushers/Chaperones (monitor hallways and areas where kids wait to perform on day/evening of performances) – Select a night or two!
November 3rd _____ November 4th _____ November 5th _____
- I'm flexible! Put me where you need me!