

YaYa's Performance Academy's

Matilda The Musical

Mainstage program Information

Contact Information:

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Artistic Director/ Owner

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www.yayasacademy.com



YaYa's Mission & Philosophy

YaYa's Performance Academy is a youth and family-based program that provides the community with the opportunity to actively participate and explore the art of musical theatre in a safe, positive, and nurturing environment.

With the growing economic crisis our state faces, cuts to education have been catastrophic; arts programs have been drastically cut back, if not completely eliminated. Our goal is to keep the performing arts alive in our community. We plan to do this by producing high quality productions and training participants in singing, acting, and dancing, while at the same time building strong family and community relationships.

Unlike most community theatre programs where you must audition to be in the show, YaYa's guarantees a role in the production to all who register and complete the rehearsal process; thus, providing the opportunity to all who are interested.

At YaYa's, our mission is to keep the arts alive by creating a positive environment to encourage artists to explore, grow, and learn. Participants will develop valuable life skills like the 10 C's listed below:

1. Communication
2. Creativity
3. Coordination
4. Collaboration
5. Confidence
6. Cooperation
7. Character
8. Control
9. Comradery
10. Commitment

We celebrate diversity and welcome participants of all backgrounds, abilities, and levels of experience. We believe theatre is a way to bond families and unite our diverse community in a collaborative art form.

YaYa's General Information

- ♪ **Enrollment rehearsals:** There are 2 enrollment rehearsals for our Fall production of *Matilda* on **Saturday, 9/28/24 & 10/5/24**. Once enrolled they are guaranteed a role in the ensemble of the show and will rehearse every Saturday. Participants may try out the first rehearsal before paying the fees, but you still need to create a parent and student account, so we have emergency contact information.

- ♪ **Online Enrollment and payments:** Every performer must set up an account through our online enrollment system (**Dance Studio Pro** or DSP) that can be accessed from our website www.yayasacademy.com by clicking on the PAYMENT button on any page, or the ENROLL button on the show specific page. Once your family account is set up with emergency contact information and contact info. it will be saved for future shows. You may make your payments online using PayPal, a credit card, or a debit card. Check or cash payments may be made in person at a rehearsal. We will use this system to add your lead and costume fees to your balance once the show is cast. You will be able to log in and view your account to see what fees you owe.
 - You must enroll online (1st payment made, or paid in full) by, Saturday, 10/5/24 at 5 pm to be in the show. You can try out the first rehearsal for free, but you still need to create a parent and student account, so we have emergency contact information on hand.
 - **Refunds** are only given if requested prior to lead auditions or if we do not get enough students for the program to continue.

- ♪ **Participation Waivers:** All participants must read and agree to follow our contract and waivers. Agreement to all waivers (general liability, Covid release, policies & procedures) are required to participate in any programs. You can view and agree to the waivers once you set up an online enrollment account on Dance Studio Pro by clicking the enroll button on our website. All returning participants will need to read the updated policies on DSP and click on the box to submit agreement. See instructions for how to access waivers on our website.

- ♪ **Rehearsal days, times, & Location:**
 - **First rehearsals/ enrollment days:**
 - **Saturday, September 28 & October 5, 2024:**
 - Ages 4-8 1:00-2:00 pm
 - Ages 9-12 2:30-3:30 pm
 - Ages 13-adult 4:00-5:00 pm
 - **Location:**
 - **Lakewood Village Community Church (LVCC)**
4527 Sunfield Ave. LB 90808 in the Fellowship Hall.
 - **Set rehearsal days & times after casting the show:**
 - **Leads-Mondays and Wednesdays 7:00-9:30 pm & some Sundays 1-4 pm**
 - The entire cast will not be called to every rehearsal. We will update the calendar on Band (see Band App info below) with a detailed rehearsal schedule listing exactly who is needed and when every 1-2 weeks. If you audition and are cast as a principal lead role, plan on being at every rehearsal. Smaller featured lead roles will not be called as often or as long.

- **Ensemble- rehearses on Saturdays at a set time between 12:00-7:00 pm**
 - They will be assigned to an ensemble group time ranging from 45 minutes to 2 hours for rehearsal. Ensemble will attend on Saturdays only.

🎵 **Ensemble Casting- Saturday, 10/5/24:**

- Participants will attend their age group rehearsal times listed above.
- During this rehearsal, we will evaluate the students to determine what ensemble rehearsal groups to split them into. We will have at least 6 groups. Ensemble groups are scheduled for 45 minutes to 2 hours on Saturdays. Once ensemble groups are assigned to a Saturday time, that will be their set Saturday time for all remaining weeks of rehearsals. Only the Monday and Wednesday evening schedules will fluctuate by week for leads depending on what scene or song we are working on that week.
- **Split Casting**-If 90 or more enroll for the show we will split the ensemble into 2 casts (A & B). They will perform in half of the performances (usually 3-4 shows each).
- **Ensemble cast list posted- Friday, 10/11/24 by 8 pm**
 - The cast list with the ensemble group assignments as well as the lead roles will be posted to the Band app.

🎵 **Lead Auditions**-Only those interested in auditioning for a lead role in the show need to attend the lead auditions.

- **Lead Auditions- Sunday, 10/6/24**
 - See specific times on Calendar passed out on first day or on Band app.
- **Callbacks-Monday, 10/7/24 7-9:30 pm**
 - Those needed will be listed on the callback list we will post to the band app.
- **Optional audition preparation** rehearsal for those interested in auditioning for a lead role. This rehearsal will prepare you with the content we want to see at auditions. We will teach them the song we want to hear and have scenes for them to read for auditions. In the meantime, for those interested in preparing for their lead audition in advance we posted a reference recording of the show to the PRACTICE MATERIALS (Dropbox link) on the Band App.
 - **Saturday, 10/5/24**
 - 5:30-6:30 pm ages 7-10 years
 - 6:45-8:00 pm ages 11 & older
- **Cast list posted- Friday, 10/11/24 by 8 pm to the Band app**
 - The cast list will state who got each lead role as well as what ensemble group they have been assigned to and their rehearsal time for Saturdays.
- **Multiple Casts**-We double (sometimes triple) cast the lead roles. For example 2 Matilda's, 2 Miss Honey's, etc. When one is performing the lead, the other performs in the ensemble.

- **The Calendar on the Band App** will be updated weekly with which groups and leads are called to each rehearsal. Only those listed in the NOTES section for each rehearsal are called.

♪ **Band App-** We use the Band App to communicate all program information including schedules, dance videos, music tracks, hand-outs, reminders, etc. Please click on the link below or scan the QR code to be added to our "Band." You will be prompted to download the app on your phone or other device and then I will approve you as a member once you answer the privacy question.



- Please have your older kids with phones or an iPad download the app as well, this way they will have access to rehearsal materials without always having to use your phone. The Band app is for ages 13 and older.
- You can contact us directly through the chat function in the app. Please keep in mind that most of the time info will be sent out in a group chat. If you want to respond or ask a question that only pertains to your performer, please private message YaYa instead of responding on the group chat.
- Band is also accessible from your computer by going to www.band.us and logging in with the same username and password you used on the app on your phone. <https://band.us/n/acac0au9p2JbU>

♪ **Fees** involved with the program cover all the production costs of renting rehearsal space, performance venue, insurance, set construction, programs, hand-outs, show royalties, staff salaries, etc. All fees must be paid in full prior to Tech week in order to participate in the shows.

- **Tuition Fee** of \$300.00 covers script, show shirt, rehearsal tracks, and 12 weeks of instruction in singing, acting, and dancing for the ensemble for a 1-hour rehearsal, 1 day per week. Tuition fee is due in full, or 1st payment made prior to lead auditions on Saturday, 10/5 at 5 pm. We offer a 10% discount for 2 or more actors from the same family.
- **Lead fees** will be charged to all who are cast as a lead role in the show. This fee is to cover the additional instruction time that these participants will receive (leads are often called twice a week and sometimes for 2 hours each day in addition to the ensemble Saturday rehearsals). Principal Leads will pay a \$100 fee and small featured roles will pay a \$50 fee.
- **Costumes-** All cast members are responsible for their own costume. We will provide specific requirements as well as examples and cost-effective suggestions. On the occasion that something needs to be uniform across the cast, we will bulk purchase the item and charge you a minimal fee. Some lead costumes will be provided for a small cleaning fee.
- **Late Fees** will be charged for all tuition payments, lead fees, and costume fees that are not paid online by the due date.
- **Ticket sales** help pay for the overall cost of running the program. It is important to sell tickets for our program to continue, as well as to fill the seats and perform our shows for

a sold-out crowd. If each family sells a minimum of 5 tickets per production, we will be in great shape. Tickets will be sold online at a later date.

- **CSULB Parking**- CSULB will charge \$15 per day per vehicle to park at the theater during Tech. week and at the performances. You will be able to pre-order a parking permit for \$55 (subject to change) to save money and avoid purchasing a permit from the kiosk daily. If you are only dropping the performer off you will be able to park for 15 minutes and not be charged.
- **Adult Background Checks**- Adult performers and all adult volunteers working directly with the kids (line leaders, chaperones, mic moms, stage crew, costumes, Hair and Make-up) are REQUIRED to do an online background check prior to working directly with the kids. ALL BACKGROUND CHECKS MUST GO THROUGH THE SITE POSTED TO THE BAND APP. We apologize, but we cannot use your work clearance even if you have a printed report. The background check will cost you \$19 plus county fees (LA was \$2.75 so total was \$23.75).
- **Ad space sales**- Fundraising is a crucial aspect to putting on our productions. The tuition fees and ticket sales do not cover all of the expenses that go into putting on each production. To help cover some of these expenses, which will allow us to continue to produce high quality musical theatre performances, each cast member is required to sell a minimum of \$30 in program ad space. Detailed information will be sent home at a later date.

♪ **Tech week** is the week that we move to the facility in which we will perform the show. These dates are listed below as well as on the calendar on the Band app. This is the week we place everything on stage and add our sets, props, costumes, and technical aspects of the show. This is a very important week, during which there will be **NO EXCUSED ABSENCES**. It is a long and very important week. We ask that you always arrive on time ready to work. We ask that you please be flexible with us this week, as sometimes the schedule must change last minute. Tech week rehearsals and performances will be at CSULB University Theatre. It is very important that all performers attend all Tech week rehearsals to be taught how to work with the sets and technical equipment. The possible times are listed below. They will not be called the entire time, but need to be available for all times that week. A finalized tech week schedule with specific times listed each day for leads and ensemble groups will be posted when we get closer to show time.

- **MANDATORY TECH WEEK REHEARSALS:**
 - Saturday, January 4, 2025 leads anytime between 12-8 pm.
 - Sunday, January 5, 2025 ensemble anytime between 12-9 pm
 - Monday-Thursday, January 6-9, 2025 anytime between 4-9:30 pm
 - ***Schedule subject to change***
- **Load-in: Saturday, January 4, 2025 at 10 am**
 - *It is mandatory that all leads have an adult representative help at Load-in*
- **Strike: Sunday, January 19, 2025**

- *Full cast is required to have an adult representative help with the Strike of the show following the last performance on January 19, 2025.*

♪ **Performances** will be at **CSULB University Theatre** located on the 7th street side of the campus. The projected performance dates are below. We will do a maximum of 8 performances depending on how many performers enroll in the show. If we get fewer than expected enrolled, we will do fewer performances.

- **January 10-12 & 17-19, 2025**
 - Fridays at 7:30 pm
 - Saturdays at 2 pm & 7:30 pm
 - Sundays at 2 pm

♪ **Parent volunteers** are a crucial part of making our productions a success. We ask our parents to volunteer a minimum of 5 hours per production. This can be done during pre-show, working jobs during performances, as well as post-show with strike. Please let us know your unique skills and we will put you to work. Without parent support, the show would not go on. Parents working backstage will be required to do a background check through our specific site.

Areas in which we need volunteers are:

- | | |
|--------------------------|----------------------------|
| ○ Making costumes | ○ Concessions for the show |
| ○ Line Leaders | ○ Box office |
| ○ Building/painting sets | ○ Load-in & Strike |
| ○ Making props | ○ Show-grams & flowers |

♪ **Parent meetings** -Mandatory new parent meeting on Saturday, September 28th at 5:15 pm.

♪ **Where to go for help:** The Band App is your main source for production information. Always check there first for the schedule, hand-outs, and announcements. Feel free to approach staff members before or after rehearsal times with your questions, or you can email, text, or call us at 562-355-2004 or info@yayasacademy.com

YaYa's Program Policies

- **Behavior policy**- Performing in a YaYa's production should be seen as a privilege. Disrespectful or inappropriate behavior by the performer or the parent will be grounds for expulsion from the production with no refund. Behavior will always be considered when enrolling and auditioning for future shows. Severity of the consequences are at the discretion of the Artistic Director.
- **Attendance Policy**- 3 or more unexcused absences may result in being dropped from the production without a refund. Students who miss excessive amounts of rehearsals fall too far behind and we do not have the time to stop momentum and reteach each number for every absence. Leads with 2 or more unexcused ensemble and/or Lead rehearsal absences will be dropped from their lead role at the discretion of the director.
- **Tuition fee waivers**- We offer a couple tuition fee waivers per show, as we understand that times are difficult, and we want all interested to be given the opportunity to perform. Watch for the fee waiver deadlines 2 weeks prior to the first rehearsal of the show.
- **Payment plans** are available in which we break down the registration fee into 3 equal payments of \$100 each. A \$10 late fee will be charged if the second payment is not paid on time.
- **Late fees**- All program fees (tuition, lead fee, costume fees) are assigned due dates in our online payment system. Any fee not paid online by the due date will be charged an automatic late fee (\$10 for tuition payments and \$5 for all other fees).
- **Refund policy**- Requests for refunds must be submitted prior to lead auditions.
- **Photo & video policy**-
 - Photography and videography at the shows are strictly prohibited.
 - YaYa's Performance Academy will contract with a set professional show photographer each production to photograph the shows. Participants will have the opportunity to purchase photographs from the photographer.
 - When the royalty contract allows for it, YaYa's will hire a professional videographer to video record the show and sell copies to the participant's families. The privilege to do this is on a per show basis depending on what show we are performing and the set regulations in the royalty contract.
 - YaYa's will use photographs, video, and sound recordings taken during rehearsals and performances for publicity purposes only.
- **Contracts**-
 - **Cast member Contracts** lay out the expectations we have for our performers and their parents and must be signed by all who wish to participate in the production. These will be posted as a google form to fill out on the Band app.

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Online Enrollment-PAYMENT PLAN

Follow the instructions below to make a payment for a payment plan after you have set up your online account and enrolled in the production at www.yayasacademy.com.

Types of payment plans:

- **Full Tuition** Enrollment is \$300. The balance is divided into 3 payments of \$100 each.
- **Family discount** is 10% off total amount. So, for 2 performers the total would be \$600, but with the 10% discount the total comes to \$540. The balance is divided into 3 payments of \$180 each.

The payment schedule is as follows:

1. Payment #1 due 10/5/24
2. Payment #2 due 11/2/24
3. Payment #3 due 12/7/24

A \$10 late fee will be charged for late tuition payments.

To make a payment online please follow the steps below:

1. Go to www.yayasacademy.com
2. Click on the payment button in the upper right hand corner of any page.
3. Log-in to your account.
4. Click on the ACCOUNT drop down tab
5. Click on PAY ONLINE
6. Click on OTHER, then NEXT
7. Enter the "Pay Amount" as \$100 (or \$270 for 2 performers)
8. Click on the NEXT button
9. Choose your which child you are paying for then select an item.
10. Click ADD TO PAYMENT then click on NEXT
11. Click on MAKE PAYMENT
12. Complete your payment using your credit card information.

Please let me know if you have any questions by messaging us on Band or emailing info@yayasacademy.com or calling 562-355-2004.