



MRT Pilot Youth Parent Information Packet - *Seussical JR.*

Mission & Guidelines

Mission Statement

McKinney Repertory Theatre (MRT) is dedicated to building community through live theatre. Our Youth Pilot Program provides an educational theatrical production opportunity that empowers the next generation to connect and perform. We aim to foster confidence, collaboration skills, and creative expression in every student, ensuring a vibrant and inclusive arts community for all ages in McKinney.

MRT Production Team

The role of the MRT Production Team—including our Program Director, Producer, and Executive Director—is to serve, mentor, answer questions, and support our participating families throughout the production journey. We are committed to providing a safe, educational, and high-quality experience from the first rehearsal to the final curtain call.

Participation Requirements

- **Registration & Eligibility:** Participation is open to students in grades 1–12 (ages 7–18). Enrollment is strictly limited to the first 50 students. All students who audition will be cast in the show. This production has a **no-cut policy** to ensure a supportive learning environment, where every student who completes the audition process will be cast, providing all participants the opportunity to develop their skills and grow.
- **Tuition & Fees:** The program participation fee is \$250. An initial payment of \$125 is due by the first rehearsal, and the balance must be paid in full by the start of Tech Week. (Partial scholarships may be available on a case-by-case basis. See page 2 for details.)
- **Waiver & Medical Release:** A signed Waiver of Liability, Hold Harmless agreement, and Media Release form must be on file for every student before they may participate in rehearsals.
- **Parent Information Acknowledgment:** Parents/Guardians must sign an electronic statement confirming they have read the Parent Information Packet and agree to follow the outlined guidelines, including the rehearsal schedule and volunteer responsibilities.

- **Audition Forms:** Each student and one parent/guardian must complete and sign the official Registration/Audition form. This form should be submitted via the online portal before auditions begin.
- **Parental Involvement:** As a community-based pilot program, we require parent volunteer support. Specific volunteer roles and shifts will be coordinated through the Production Team.

Production Costs & Scholarships

MRT is a 501(c)(3) non-profit. Your fees go directly toward royalty rights, scripts, rehearsal space, professional staff, and costumes.

- **Tuition:** \$250 per student
- **Payments:** An initial payment of \$125 is due by the first rehearsal, and the balance must be paid in full by the start of Tech Week.
- **Scholarships:** We do not want cost to be a barrier. If there is a financial need, please reach out to our Executive Director, Davina Gazo Stampfel (executivedirector@mckinneyrep.org) to discuss partial scholarship opportunities that may be available. Scholarships are based on need and fund availability and will be awarded at the discretion of the Executive Director and Board of Directors.

Production Commitment

By accepting a role in the MRT Youth Pilot Program, families acknowledge that MRT begins investing in the student's performance immediately. This includes the purchase of specific scripts, royalty licenses, custom costume pieces, and specialized props tailored to the student's height and role.

Withdrawal Policy:

- **Voluntary Withdrawal:** If a student leaves the production unexpectedly after the first week of rehearsals for any reason other than a documented medical emergency, the first half of program tuition (\$125) remains **non-refundable**.
- **Resource Reimbursement:** In addition to the non-refundable tuition, the family may be held financially responsible for the **actual cost** of any specialized items that will need to be re-ordered or re-created (e.g., custom-ordered footwear, tailored costume pieces, or personalized props) that were purchased specifically for that student and cannot be repurposed for another cast member.

Property Return: Any scripts, costume pieces, or MRT-owned property must be returned within **48 hours** of withdrawal to avoid additional replacement fees.

Theatre Etiquette & Professional Respect

At MRT, we believe that the "magic" of the theatre is built on a foundation of mutual respect. To ensure a professional environment for our young performers, we observe the following standards of etiquette:

Safety & Health Protocols

- **Immediate Injury Notification:** If a student is injured—no matter how small the scratch or bump—the **Stage Manager or Director must be notified IMMEDIATELY**. Do not wait until the end of rehearsal or on the drive home.
- **Reporting Unsafe Situations:** We empower our students and parents to be our eyes and ears. If you see a wobbly set piece, a frayed cable, a spill on the floor, or any situation that feels unsafe on or off stage, please alert the Stage Manager right away.
- **Substance-Free Environment:** MRT maintains a strict zero-tolerance policy regarding the possession, use, or being under the influence of alcohol, tobacco, vaping products, or any illegal or impairing substances by students, volunteers, crew, or staff during any rehearsal, performance, or MRT-sponsored event. We also require that all adult volunteers and parents remain 100% substance-free while serving in any capacity with the Youth Pilot Program. Failure to adhere to this policy will result in immediate removal from the production without a refund.

Respecting the Creative Vision

- **Trust the Designers:** Our costume, set, and prop designers volunteer their time and work tirelessly to create a cohesive world for *Seussical*. We ask that students and parents defer to and respect their artistic decisions and the creative direction of the Director.
- **Feedback Guidelines:** Participant feedback on creative elements should be limited to **safety, fit, or physical comfort** (e.g., "*These shoes are too tight*" or "*I can't see the stairs in this mask*"). We ask that personal preferences (e.g., "*I don't like this color*" or "*My character wouldn't wear this*") be set aside in favor of the production's overall vision.

Professional Rehearsal Standards

- **The "Be Kind" Rule:** Students are required to show respect for one another, staff, and the technical team. Foul language and/or bullying will not be tolerated.
- **No "Side-Prompting":** It can be tempting to whisper a line to a friend who forgets, but this distracts and prevents the actor from learning to recover. Only the Director or Stage Manager is permitted to prompt an actor for lines.
- **Quiet Backstage & Dressing Rooms:** During tech rehearsals and performances, the "Backstage Whisper" is law. All participants must remain quiet in the dressing rooms, wings, and common areas. Sound carries easily to the audience, and silence is necessary so actors can hear their cues.

- **The "Release" Rule:** Students are part of a company. No student may leave the rehearsals, theatre building, or stage area until the company has been officially released by the Stage Manager or Director at the end of the session. If a student needs to leave early, please alert the Director or Stage Manager beforehand and check the student out with one of them before leaving.
- **Rehearsal & Performance Focus:** Upon arrival at rehearsals or for a performance, all cell phones, tablets, and gaming devices must be turned off (or put on silent) and kept in the student's bag. For the safety and privacy of all performers, cell phones are **strictly prohibited** in the dressing rooms and backstage wings.

The MRT Production Process: From Page to Stage

The Audition: An Educational Adventure

At MRT, we believe "a person's a person, no matter how small!" Our team pursues an educational process and will not cut students from the cast. Instead, we use auditions as a tool for growth and experience. Students will be expected to prepare their own audition materials in advance.

Audition Workshop: May 26, 2026

To help students learn how to prepare for and perform in an audition, MRT will be offering an Audition Workshop. The student should bring their own materials to practice. The Director will also provide options and suggestions they can choose to use so they can reach a high level of comfort—knowing exactly what to expect—before they ever step into the spotlight.

Casting

To ensure a fair and professional assessment, MRT utilizes a casting panel to assist our Director.

- **The "On/Off" Model:** To maximize educational opportunities and allow more "Thinks" to happen, many roles will be double-cast.
- **Partners for Success:** Your student will be paired with a partner. They will work together and learn to encourage one another throughout the journey.
- **Performance Rotation:** Students will typically have "On" night performances in their primary role and "Off" night performances in a supporting ensemble or tech roles.
- **The Full Experience:** Students are expected to attend all performances, even on their "Off" nights, to support their castmates and learn tech and house roles, so that students get a well-rounded view of what it takes to put on a full production.

Rehearsal Expectations

A detailed schedule will be provided at the start of the program.

- **Schedule:** While we understand that "things pop up," we students must attend at least 80% of scheduled rehearsals. We will work with your family on scheduling challenges if needed.
- **Timing:** We ask that students arrive on site 5-10 minutes prior to rehearsal to allow them time to get settled (use the restroom, put their stuff away, etc.) before rehearsal starts. This will help ensure every "Who" is ready so we can start on time.
- **Sick Policy:** To keep the Jungle of Nool healthy, students must be free from fever and/or symptoms for 24 hours (without medication) before returning to rehearsal.

Rehearsal Attire: Safety & Movement

Please wear comfortable clothing that allows for full range of motion in choreography.

- **Footwear:** Supportive, closed-toe shoes are required (no flip-flops, crocs, or heels).
- **Guidelines:** Please wear comfortable clothing that you are able to dance and move in easily.
- **Jewelry:** For safety, please keep jewelry to a minimum (tiny studs/hoops only).

For a dancer who's cramped is of very small use. Wear stretchy, loose clothing... don't be a tight goose! You'll be leaping like Whos or jumping for sport, so wear your best sneakers (the supportive-ish sort).

Mandatory Technical Rehearsals

"Tech Week" is where the joy and "Nool" come together! We ask families to commit to every night of tech and all performances. This is a crucial week for building confidence with the set, props, and costumes. While it can be a long week, it is the most rewarding part of the process. *Note: We often provide some flexibility for our youngest performers, which will be communicated in advance.*

Costumes

To alleviate stress for our families, MRT manages the majority of costume needs, including professional rentals or custom pieces. However, we do ask that parents provide certain personal items such as:

- Certain color shoes or socks, t-shirts, or specific undergarments. All requirements will be communicated well in advance of dress rehearsals.

To ensure every "Who" looks their best from Opening Night to the Final Bow, all cast members and volunteers must adhere to the following rules:

The "Don't Touch" Policy

- **Stick to Your Stuff:** Only touch, move, or wear the specific costumes and props assigned to *you*.
- **Hands Off the Magic:** Technical equipment (mics, cables, lights) and props assigned to other actors are strictly off-limits. If something is in your way, please ask a Stage Manager or Crew Member to move it.

Costume & Prop Stewardship

- **Hang It Up Immediately:** Costumes must never touch the floor. Once you step out of a garment, it goes directly onto its assigned hanger.
- **The "Home" Rule:** Every prop has a "home" on the prop table. When you exit the stage, return your prop to its designated spot immediately so it is ready for the next person (or the next show!).
- **Report the "Oops":** If a button pops, a zipper sticks, or a prop breaks, tell the Costume Coordinator or Stage Manager right away. We can fix it, but only if we know about it!

No Eating in Character

- **Water Only:** To prevent stains and damage, **no food or colored drinks** (soda, juice, sports drinks) are permitted while you are in costume. If you must eat during a long rehearsal, you must completely remove your costume first.
- **Makeup Management:** Apply hairspray and heavy makeup *before* putting on the top half of your costume to avoid staining the collar or headpieces. If your costume has to be pulled over your head, put it on first and completely cover yourself with towels or a makeup cape to prevent it from being damaged by makeup or hair products.

The Golden Rule of the Theater: *If it isn't yours, don't touch it. If you drop it, pick it up. If you break it, report it. If you wear it, respect it!*

Mandatory Parent/Guardian Volunteer Program

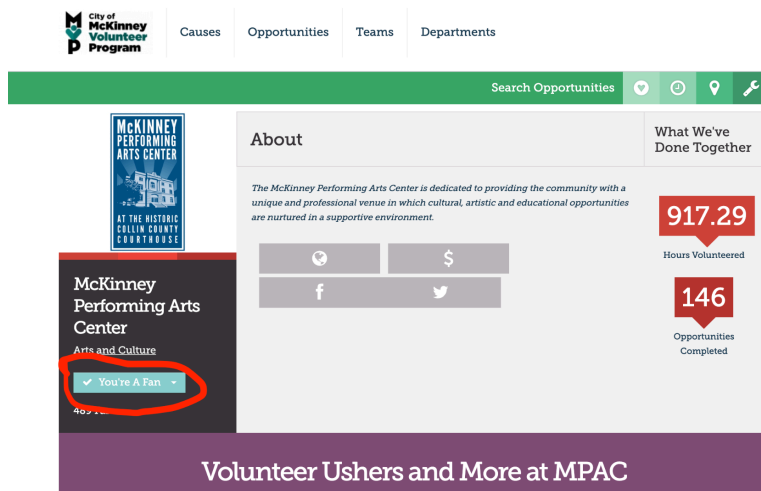
Since we are a community-based nonprofit theatre, every family is a "Who" that helps the whole town run! To build a strong community and ensure the safety of all our performers, it is mandatory to have one parent/guardian volunteer for the MRT Youth Pilot Program. We literally cannot "put on the show" without you!

The Safety Step: Voly Background Checks

The safety of our students is our #1 priority. Therefore, all volunteers must create an account and pass a background check through Voly.

How to get started:

1. **Visit the Voly Link:** <https://mckinney.voly.org/agencies/profile.html?id=5196>
2. **Create Your Account:** Click on "Create an Account" in the top right corner.
3. **Select Your Role:** Please choose **Contractor/Instructor** when prompted.
4. **Favorite Our Home:** This is a crucial step! Please "Become a Fan" of the **McKinney Performing Arts Center (MPAC)**. This alerts the MRT team that your setup is complete and your background check is active. It is circled in the screenshot below and here are two ways of doing this:
 - *The volunteer can log into their account and from their dashboard click on MY APPLICATIONS, then click on the gray button to the right of APPLICATION to open the application. Next they would scroll down to the departments and check your department in the application and then scroll down and SAVE. *When volunteers create an account they are supposed to check the departments they want to volunteer with in their application but sometimes they may miss it however they can update the application and do this step anytime.*
 - *Volunteers can also log into their account and go to the McKinney Performing Arts Center page (<https://mckinney.voly.org/agencies/profile.html?id=5196>) and then click the "Become a Fan" box under the logo (circled).*



5. **Forward Your Approval:** Once you receive your approval email. Please forward the email to the show's Producer or Executive Director (executivedirector@mckinneyrep.org).

The Communication Process: Let's Stay in Sync!

Communication is the "Oompah" that keeps our production playing! At MRT, we believe the more you share, the better we can serve your student. Whether your child is experiencing a "think" they want to share, a challenge with a dance step, or just needs a little extra encouragement, we want to know.

Our Production Team is driven by a passion for creating a healthy and high-quality stage experience for McKinney's youth. By communicating your concerns, questions, or cheers along the way, you help us support your student's growth. You are welcome to reach out to our leadership team:

- DeAnna Stone – Director
- Marilyn Latham - Producer
- Davina Gazo Stampfel – MRT Executive Director

How We Share Information With You

To keep the Jungle of Nool organized, we distribute information through these primary channels:

- Email (The Big One!): Checking your email frequently is crucial. This is our primary way of sending rehearsal updates, costume notes, and emergency changes.
- Google Calendar: MRT will provide a dedicated Youth Pilot Google Calendar. You can sync this to your phone so you never miss a "Who-drop-off" or a "Cat-pick-up."
- Google Classroom: This is our digital backstage! The Director will post choreography videos, music tracks for practice, and director's notes weekly. It is a vital resource for students to stay prepared between rehearsals.



MRT Youth Pilot: Summer 2026 - Seussical JR					
Date	Day	Grade	Purpose	Time	Location
May 26	Tuesday	3rd - 12th	Audition Workshop	1:00-3:00 pm	OSRC
May 28	Thursday	1st-12th	Auditions	1:00-5:00 pm	OSRC
Rehearsal Schedule					
Date	Day	Grade	Purpose	Time	Location
Jun 4	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	OSRC
Jun 11	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	OSRC
Jun 18	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	OSRC
Jun 25	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	OSRC
Jul 2	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	The HUB
Jul 9	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	The HUB
Jul 16	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	The HUB
Jul 23	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	The HUB
Jul 30	Thursday	1st-12th	Rehearsal	1:00-4:00 pm	The HUB
Tech and Performance Week					
Aug 2	Sunday	1st-12th	Set Load In	2:00-7:00 pm	Church St.
Aug 3	Monday	1st-12th	Tech	5:00-9:00 pm	Church St.
Aug 4	Tuesday	1st-12th	Tech	5:00-9:00 pm	Church St.
Aug 5	Wednesday	1st-12th	Tech	5:00-9:00 pm	Church St.
Aug 6	Thursday 6:00 pm	1st-12th	Performance	4:30-10:00 pm	Church St.
Aug 6	Thursday 8:00 pm	1st-12th	Performance	4:30-10:00 pm	Church St.
Aug 7	Friday 6:00 pm	1st-12th	Performance	4:30-10:00 pm	Church St.
Aug 7	Friday 8:00 pm	1st-12th	Performance	4:30-10:00 pm	Church St.
Aug 8	Saturday 2:00 pm	1st-12th	Performance	12:00-11:00 pm	Church St.
Aug 8	Saturday 6:00 pm	1st-12th	Performance	12:00-10:00 pm	Church St.



MRT Youth Pilot Program: Commitments & Codes of Conduct

At MRT, our mission is to build community. To achieve this, we require a mutual commitment from both students and parents to uphold an environment of respect, reliability, and artistic excellence.

STUDENT CODE OF CONDUCT

I understand that by auditioning, I am making a commitment to the MRT Youth Pilot Program and this cast. I am choosing to participate in this production regardless of the role I am assigned. I therefore commit to:

- **Reliability:** Fulfilling the responsibilities of a cast member by attending all rehearsals (2 excused absences allowed).
- **Mandatory Dates:** Being present and focused for all tech and dress rehearsals (no absences permitted).
- **Professionalism:** Arriving on time, learning my lines/blocking by the deadlines, and keeping my phone or other digital devices put away during rehearsal.
- **Character:** Maintaining a positive, respectful, and kind attitude toward all cast members, staff, and volunteers.
- **Communication:** Disclosing all schedule conflicts now and informing the director immediately if an emergency arises.

I also acknowledge:

- My parents/guardians are required to volunteer to support this production.
- Casting is based on audition performance as well as cooperation, attitude, and reliability.

PARTICIPANT SIGNATURE: _____

PARTICIPANT NAME: _____

DATE: _____



PARENT/GUARDIAN CODE OF CONDUCT

I understand that my student’s audition represents a family commitment to the MRT Youth Pilot Program and this cast. We agree to participate in this production regardless of the role assigned and commit to the following:

- Attendance & Punctuality: We will ensure the student attends all rehearsals (2 excused absences) and all tech/dress rehearsals. We will be punctual for drop-off and pick-up, respecting the staff’s time, and will alert the director if a student must leave early.
- Volunteer Commitment: I understand that parental support is vital to the success of this pilot. I agree to serve in at least one volunteer capacity (e.g., costumes, sets, ushering, or concessions) as assigned by the production team.
- Professionalism & Boundaries: I will support the authority and artistic decisions of the Director and staff. I will refrain from "side-coaching" my student or others during the process. I will address any concerns with the Director in an appropriate, private manner and not during rehearsals or performances.
- Preparedness: I will ensure my student has the necessary personal items (e.g., specific shoes, undergarments, or makeup) as outlined by the Director.
- Releases: I understand that I must sign a photo/video release and a hold-harmless/waiver of liability form for each child. These must be returned before the first rehearsal.

Acknowledgment of Consequences

I understand that failure to fulfill these commitments—by either the student or the parent—may result in the student being replaced in the production or the family being excluded from future MRT programs. I acknowledge that casting is final and is based on audition performance, attitude, and the needs of the production.

PARENT/GUARDIAN SIGNATURE: _____

PARENT/GUARDIAN NAME: _____

DATE: _____

Media Release & Participant Waiver of Liability

MRT *Seussical JR.*

Photographs, Videos, and Recordings

On behalf of myself and the below-named individual, I hereby grant permission to **McKinney Repertory Theatre** and its representatives (including the MRT Executive Director, MRT Board of Directors, the show's Producer and Director, collectively known as the "Producers") to take photographs, videos, and audio recordings of the below-named individual during rehearsals and performances in connection with the theatrical production of *Seussical JR.*

I grant to the Producers my irrevocable consent and a non-exclusive, sublicensable, and assignable license to use, publish, post, and display the above-named individual's name, likeness, photograph, or video in whole or in part, regardless of whether altered, or used alone or with other material, for promotional, advertising, trade, and publicity purposes in any medium now known or later discovered, worldwide and in perpetuity, without review or approval, and without further notice, payment, or consideration of any kind for the promotion of *Seussical JR.* and/or McKinney Repertory Theatre.

Waiver, Indemnity, and Hold Harmless

Participation Risk: I understand that participation in a theatrical production involves physical activity and the inherent risks of a stage environment. On behalf of myself and the below-named individual, I hereby release, and agree to defend, indemnify, and hold harmless the Producers from and against any claims, damages, causes of action, or liability arising from or related to:

1. **Physical Participation:** Any injuries, accidents, or illnesses sustained during rehearsals, performances, or while on the premises of the production.
2. **Media Usage:** The Producers' use of photos, videos, or audio recordings, including but not limited to claims of misappropriation, defamation, invasion of privacy, rights of publicity, or copyright infringement.

This release includes any misuse, distortion, blurring, alteration, or use in composite form that may occur in the production of finished media, its publication, or distribution.

Acknowledgment

I have read this document before signing below, and I fully understand the contents, meaning, and impact of this consent, waiver, indemnity, and release. This document is binding on me, my heirs, executors, administrators, and assigns.

Student First and Last Name (Printed): _____

Minor? Yes No

Address: _____

Date: _____

Signature: _____ **Relationship:** _____