

# Welcome to CTE 2018

## Family Orientation Meeting June 24th 2018

**Welcome** by Kathy Dorgan, Artistic Director

- ❖ Short history & mission statement
- ❖ Staff & Interns (see reverse of [Calendar](#))
- ❖ New Policies for 2018
  - Risk Management [Parent Info/Forms & policies](#)
  - Secure electronic sign-in and sign out procedure for Arts Festival (see [Parent Guide](#) )

**Overview of program hours** Louise Doran- Managing Director

- ❖ See reverse of calendar for program hours
  - **Arts Festival 9am - 3pm**
  - **Pick-up:** Arts Fest students **MUST** be signed in/out by an adult listed on their **pick-up info**. Pick-up person needs to know the student's unique PIN which you will obtain from your student's Circle Group Intern ( [Pick Up Info Form](#) )
  - **After Care pick up at 5pm** will be at the end of Hall 3 in the preschool room 314.
  - **Tech Team 10am -3pm**
  - [Late pick-up fee policy](#) in place
  - **Spotlight, Showcase and Production Team 12 noon - 5pm** self sign-in/out. Reminder about parking lot etiquette.

**Tyros** - Kathy/Stephanie

- ❖ **Tyros:** a leadership training program for up to 10 students (going into 8th grade). First day is Thurs June 28. [Application form](#) online, in Commons today, and from the office.

**A typical CTE day in Arts Festival!** (Interns)

- What to bring
- What to wear
- Where to meet in the morning. Warm-ups. Circle group
- ❖ Kathy: How we cast your student in a play or musical
  - Rehearsal, Music with Kelly, lunch and recess
  - Classes - rotate through Art, Music, Dance and Storytelling. Arts Fest recitals (dates on [CTE calendar](#))
  - Rehearsal, then end the day with Circle Group.

**Spotcase Tech Team Daily Schedules**

- ❖ **Tech Theatre Workshop Day**
- ❖ **Showcase, Spotlight and Production Team Day**

- ❖ **Masterclass recital** - on [calendar](#) - see what students learned in Masterclass
- ❖ **Showtime!** This year all [tickets](#) are general admission and you can buy them online.
- ❖ **NEW for 2018** [Student discount ticket pass](#)

❖ Kathy: how do we place your students in Circle Groups?

- **Spotcase Tech Team - collect your t-shirt** from staff in the Cafeteria
- **Arts Festival - collect your t-shirt from your intern** after the sign-in demo

#### **CTE Board member:**

- ❖ **Keep up to date with CTE!** Facebook, Instagram, website, [email](#), [phone](#)
- ❖ **Volunteering** - Sets, costumes and performance support. Signup genius links click here: [Arts Festival](#), [Spotlight](#), [Showcase](#)
- ❖ **Support CTE!** Grocery bags and souvenir posters
- ❖ **Help us advertise the shows!** Flyers/ postcards
- ❖ **Celebrations after final performances - a CTE tradition** Cake after Arts Fest Saturday matinee, and after last Spotlight show. Cast Party at Ramblin' Jacks after final Showcase show for all Spotcase Tech Team students.
- ❖ **Consider joining the Board!**

### **Any questions?**

Please ask any staff or board member in the Commons and they will help you  
(we'll be wearing our fabulous 2018 t-shirts)

Now, Arts Festival parents & students, please proceed to the Lecture Hall - go right when you leave the auditorium and enter the Lecture Hall to see a **demo of the new sign-in procedure and find out how to get your student's unique pick-up PIN** with Kathy, Kelly Doran & the interns. At the end, the interns will read out a list of the students in their circle group.

### **What you can find in the Commons after the meeting:**

Student Discount Ticket Pass \$10  
Tyros Application forms  
CTE Grocery bags & Souvenir posters  
Flyers/postcards for advertising  
Pick up your T-shirt: Arts Festival from your Circle Group Intern  
Pick up your T-shirt: Spotcase Tech Team from Staff in Cafeteria

**Thank you for coming today. We look forward to seeing your students tomorrow and to another great CTE season!**