

# BRONCO DRAMA HANDBOOK 2021

## THE SPONGEBOB MUSICAL



### CLOVIS NORTH BRONCO DRAMA GUIDELINES

#### 1. General Rules

- a. Eating and drinking is not permitted in the rehearsal or performance space except for water.
- b. ALL CNEC policies are enforced including dress code.
- c. **During rehearsals, meetings and performances, all performers MUST TURN OFF all cell phones or other devices. For all rehearsals and performances, cell phones will be collected and kept secure until the rehearsal/performance has concluded. At NO time are performers OR Crew allowed to photograph or record any rehearsal, meeting or performance.**
- d. Recording devices may be used during vocal rehearsals in an effort to aid in learning music.

#### 2. Professionalism

- a. Accepting a role in this production is a sign of your commitment. You must be prepared to meet the requirements and demands of the process realizing that others have also entered into this commitment. Respect must be shown for the work, the process, your directors, your crew members and your fellow cast members.
- b. Dropping this show prevents you from being considered for roles in the next CN production.
- c. Since you have chosen to be a part of this experience, try to make it a positive one. Attitude makes all the difference. We must all learn to work with each other. Be attentive, supportive and cooperative. Performers need to cultivate and develop self-discipline and self-motivation. We will provide you with the tools you need to be successful in this area you need to make the commitment to achieve it.
- d. Professionalism extends to both your on and off-stage behavior.
- e. Most rehearsal/performance days you will receive notes from the production staff. You will need to have a production binder or notepad that you can take and store these notes.

#### 3. Attendance

- a. All performers are required to attend all rehearsals and performance calls to which they have been assigned. All conflicts should have been communicated to the Director during the audition process. Additional conflict may result in the removal from the production.
- b. Be on time to ALL rehearsal and performance calls. Please notify the Stage Manager if you will be late.

#### 4. Guests

- a. Guests including parents and friends, are not permitted back stage, in the dressing rooms, or in rehearsal areas prior to, or, after a performance.
- b. Patrons who bring gifts or items to performers prior to curtain may give them to the House Manager and they will be delivered to the performer.
- c. The photographing, videotaping or audio recording of any performance is strictly prohibited and violates copyright laws.
- d. Prior to the house opening for seating, only cast and crew are permitted in the theatre.

#### 5. Curtain Call Guidelines

- a. Personal gifts and flowers are private matters and should not be delivered on stage.

#### 6. Costume Guidelines

- a. Performers may be requested to provide various costume items as deemed necessary by the costumer. We will make every attempt to limit purchases that need to be made. In some instances, this cannot be avoided. If it is EVER a hardship, please let us know so other arrangements can be made. Unless

- otherwise directed, performers will need to provide their own: undergarments, footwear and stage makeup.
- b. Costumes **MUST** be handled with care. Often times costumes used are rented or borrowed. At **NO TIME** should a performer eat, drink, chew gum or sit on the floor while in costume.
  - c. No perfume, cologne, scented lotion or perfume should be used while in costume. Please use deodorant.
  - d. Costumes are the property of CUSD and should not be removed from the theatre unless otherwise instructed to do so by the costumer.
  - e. You may be asked to cut, trim or dye your hair as a part of your role in the show.

## 7. Performer Guidelines

- a. All performers are expected to demonstrate a mature level of professionalism at all times. An enormous amount of time, energy and money is being devoted to this production. As a performer, the expectation is that you will be prepared; with lines, choreography and music all learned when it is expected and practiced outside of rehearsals.
- b. You are expected to maintain not only your grades, but also a disciplined and professional attitude on stage, backstage, during rehearsals and toward the production staff.
- c. You should never leave your assigned areas without approval from the production staff.
- d. Accept notes, feedback, and adjustments from the production staff with an open mind. We are here to help you discover and make choices. Please let your experience better *your* performing experience.
- e. You are not permitted to wear open-toe shoes or flip-flops at any time unless it is specifically a part of your costume.

## 8. Tickets/Advertising/Sponsorships

- a. YOU are the most effective form of advertising for your show. Please help us promote the show by distributing posters, postcards utilizing social media and wearing show shirts in an effort to get the word out.
- b. In an effort to help offset production costs, Sponsorship and Program Advertising Forms are available to distribute to family, friends and businesses that might be interested in donating. This is neither a requirement nor an expectation it is simply an effort to further promote the Clovis North Bronco Drama production of THE SPONGEBOB MUSICAL.

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## Program Biographies:

Cast Biographies are exciting reading. Your friends and relatives will look forward to seeing your name in print. Please use the example below to write your own Please keep your biography to no more than three, well worded sentences written in third person (100 word MAX). Be aware that we may edit your submissions, as space in the program is limited.

We realize that three sentences is not a lot of space to write your entire theatre or performing history, but please try. Below we have included a sample.

Jay Watson is well to known to Valley audiences for his numerous local stage appearances and has been performing with StageWorks Fresno for four years. He was Sir Harry in ONCE UPON A MATTRESS, King Richard in ROBIN HOOD, Daddy Warbucks in ANNIE and most recently Javert in CenterStage's acclaimed production of LES MISERABLES. His hobbies include dancing, singing and gourmet cooking for his two cats Mr. Whiskers and Lumpy.

Please EMAIL your program bio directly to Mr. Abels at [joelabels@cusd.com](mailto:joelabels@cusd.com) by Friday, July 30th at the LATEST!

***Bios submitted after that date will not be included in the program.***

Production Schedule  
(UPDATED 5/2/2021)

**MAY**

5/17/21-5/22/21			Auditions Submissions	Sent via Google Classroom
5/25/21	Tuesday	3:00 p.m.	Dance Callbacks	Space 702- Clovis North
5/26/21	Wednesday	3:00 - 7:00 p.m.	Vocal Callbacks	Space 702- Clovis North
5/27/21	Thursday	3:00 - 7:00 p.m.	Vocal Callbacks	Space 702- Clovis North
5/31/21	Monday	3:00	Cast List Posted	Space 702/Broncodrama.com

**JUNE**

6/2/21	Wednesday	6:00-7:30	Mandatory PARENT/CAST meeting	Space 702- Clovis North
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**JULY**

7/26/21	Monday	12:00-5:00 p.m.	Dance	Choir Room/Space 702
7/27/21	Tuesday	12:00-5:00 p.m.	Dance	Choir Room/Space 702
7/28/21	Wednesday	12:00-5:00 p.m.	Dance	Choir Room/Space 702
7/29/21	Thursday	12:00-5:00 p.m.	Dance	Choir Room/Space 702
7/30/21	Friday	12:00-5:00 p.m.	Dance	Choir Room/Space 702

**AUGUST**

8/2/21	Monday	12:00-5:00 p.m.	Music/Dance	Choir Room/Space 702
8/3/21	Tuesday	12:00-5:00 p.m.	Music/Dance	Choir Room/Space 702
8/4/21	Wednesday	12:00-5:00 p.m.	Music/Dance	Choir Room/Space 702
8/5/21	Thursday	12:00-5:00 p.m.	Music/Dance	Choir Room/Space 702
8/6/21	Friday	12:00-5:00 p.m.	Music/Dance	Choir Room/Space 702
8/9/21	Monday	3:00-7:00 p.m.	Music/Dance	Choir Room/Space 702
8/10/21	Tuesday	3:00-7:00 p.m.	Music/Dance	Choir Room/Space 702
8/11/21	Wednesday	3:00-7:00 p.m.	Music/Dance	Choir Room/Space 702
8/12/21	Thursday	3:00-7:00 p.m.	Music/Dance	Choir Room/Space 702
8/13/21	Friday	3:00-7:00 p.m.	Music/Dance	Choir Room/Space 702
8/16/21	Monday	3:00-6:00 p.m.	Music/Dance	Choir Room/Space 702
8/17/21	Tuesday	3:00-6:00 p.m.	Music/Dance	Choir Room/Space 702
8/18/21	Wednesday	3:00-6:00 p.m.	Music/Dance	Choir Room/Space 702
8/19/21	Thursday	3:00-6:00 p.m.	Music/Dance	Choir Room/Space 702
8/20/21	Friday	3:00-6:00 p.m.	Music/Dance	Choir Room/Space 702
8/21/21	Saturday	3:00-6:00 p.m.	Blocking/Dance	Choir Room/Space 702
8/23/21	Monday	3:00-6:00 p.m.	Blocking	Choir Room/Space 702
8/24/21	Tuesday	3:00-6:00 p.m.	Blocking	Choir Room/Space 702
8/25/21	Wednesday	3:00-6:00 p.m.	Blocking	Choir Room/Space 702
8/26/21	Thursday	3:00-6:00 p.m.	Stumble through Act 1	Choir Room/Space 702
8/27/21	Friday	3:00-6:00 p.m.	Stumble through Act 2	Choir Room/Space 702
8/28/21	Saturday	3:00-6:00 p.m.	Run/Work	Choir Room/Space 702
8/30/21	Monday	3:00-6:00 p.m.	Run/Work	Choir Room/Space 702
8/31/21	Tuesday	3:00-6:00 p.m.	Run/Work	Choir Room/Space 702

**SEPTEMBER**

9/1/21	Wednesday	3:00-6:00 p.m.	Run/Work	Choir Room/Space 702
9/2/21	Thursday	3:00-6:00 p.m.	Runthrough	Choir Room/Space 702
9/3/21	Friday	3:00-6:00 p.m.	Runthrough	Choir Room/Space 702
9/4/21	Saturday	3:00-6:00 p.m.	HOLD	Choir Room/Space 702
9/6/21	Monday	NO REHEARSAL-LABOR DAY		
9/7/21	Tuesday	3:30 - 7:30 p.m.	Run/Work/Restaging	MET
9/8/21	Wednesday	3:30 - 7:30 p.m.	Run-through	MET
9/9/21	Thursday	3:30 - 7:30 p.m.	Run-through	MET
9/10/21	Friday	3:30 - 7:30 p.m.	Run-through *Designer RUN	MET
9/13/21	Monday	3:30 - 7:30 p.m.	Sound Tech-Add SFX	MET
9/14/21	Tuesday	3:30 - 7:30 p.m.	Sound Tech	MET
9/15/21	Wednesday	3:30 - 7:30 p.m.	Lighting Tech	MET
9/16/21	Wednesday	3:30 - 7:30 p.m.	Lighting Tech	MET
9/17/21	Friday	3:30 - 7:30 p.m.	Lighting Tech	MET
9/20/21	Monday	5:00 - 11:00 p.m.	Tech/Dress	MET
9/21/21	Tuesday	5:00 - 11:00 p.m.	Tech/Dress	MET
9/22/21	Wednesday	5:00 call / 7:30 curtain	Final Dress	MET
9/23/21	Thursday	6:00 call / 7:30 curtain	Show (1)	MET
9/24/21	Friday	6:30 call / 7:30 curtain	Show (2)	MET
9/25/21	Saturday	1:00 call / 2:00 curtain	Show (3)	
		6:30 call / 7:30 curtain	Show (4)	MET

9/29/21	Wednesday	Morning School Show (TBA)	Show (5)	MET
9/30/21	Thursday	6:30 call / 7:30 curtain	Show (6)	MET

**OCTOBER**

10/1/21	Friday	6:30 call / 7:30 curtain	Show (7)	MET
10/2/21	Saturday	1:00 call / 2:00 curtain	Show (8)	
		6:30 call / 7:30 curtain	Show (9)	MET

**Strike Immediately following the Final Performance!**

**\*This Production Schedule was created on May 2<sup>nd</sup>. It is the BEST-case scenario with regard to performances. We are hoping for the best but will alter as new directives and additional information comes our way. It is ENTIRELY possible that we will NOT have as many public performances but rather a hybrid of public and streaming or filmed...again, Time and CUSD/CDC guidelines will dictate.**

**Additionally, this rehearsal schedule is the ultimate as far as scheduled rehearsals and times. Depending on how many performers can be on stage and at what distance will dictate production numbers and then rehearsals. Performers may NOT be called at all rehearsals to space things out. Again, more details on that to come. I have provided this comprehensive schedule so that all potential performers and parents have a FIRM grasp on the amount of time this production will require. It is a LARGE very COMPLICATED show and will require focus and dedication of all involved.**



## CASTING NOTIFICATION

Dear Parents:

This is to inform you that your son/daughter has been cast in the Clovis North Bronco Drama production of *THE SPONGEBOB MUSICAL*. Production performance dates are September 23, 25, 25, 30, 30 & October 1<sup>st</sup>. It is our hope that members of the cast will continue the tradition of high quality of rehearsal and performance professionalism we are known for here at Clovis North.

Our purpose in producing a theatre production is neither to raise funds nor to train students for the entertainment industry, but rather to enrich the cultural and social experience for our students. Not only do the students enjoy the work, they learn understanding, patience, self-discipline, and above all learn to work together, as a TEAM, toward a common goal, which culminates in a rewarding performance experience.

Producing a play is not an easy task. It is hard, dedicated, focused work for all involved. Realizing this is an extra-curricular activity, **we mandate that students keep up with their studies, and we would appreciate your support in this effort. If a student drops below a 2.0 GPA at any point in the process, they will be removed from the production.**

Additionally, for the duration of rehearsal AND performances ALL students must attend school arriving to class **on time** as per their class schedules while participating in this extra-curricular activity. For a student to participate in an afterschool rehearsal OR performance they MUST be in school 51% of the school day or they are unable to participate.

This is an intense show and students are committing to a heightened level of attendance and preparedness. All conflicts should have been communicated to the Director during the audition process and at this point additional conflicts may result in removal from the production. Thank you for your cooperation, and if you have any additional questions, please feel free to contact Mr. Abels at [joelabels@cusd.com](mailto:joelabels@cusd.com).

In general, rehearsals will occur daily from Monday through Friday (with some additional Saturday's) beginning July 26<sup>th</sup> with performances taking place at the Mercedes Edwards Theatre on September 23, 24, 25, 26, 30, 31 & October 1<sup>st</sup>.

I have read and understand the rehearsal schedule, the company handbook as well as the requirements for being involved in the production and give my permission and support for

\_\_\_\_\_ to be involved.

\_\_\_\_\_  
Signature of Legal Guardian

Parent Email \_\_\_\_\_ Phone \_\_\_\_\_

Emergency Contact Information (from 3:30-10:30 p.m.)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_



### Media Release Form

As an integral part of Clovis North Theatre Arts, we will be using technology within the production environment. Videotapes, movies, still photographs and web pages are all used within the context of our work for promotional purposes. Students may be photographed involved in a production both as an actor or as back stage help, in class rehearsing, performing, and at various functions such as The Danny Awards, The CUSD Theatre Festival, field trips, etc. This media may be used in a variety of forms including on the web, in promotional materials, through press releases, in local media and in DVDs of a production.

Most of the time, this media will be used without the full names of the students, but in certain media opportunities, a photo caption may be necessary.

If you have any questions, please don't hesitate to contact me at [joelabels@cUSD.com](mailto:joelabels@cUSD.com).

Thank you for your continued support of Clovis North Bronco Drama.

Joel C. Abels  
Clovis North Bronco Drama

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### Media Release Authorization

*Yes, I hereby give permission to Clovis North Bronco Drama to utilize media of my child for legitimate use without limitation or reservation. I grant consent to the use, reuse, transmission, exhibition, publishing, and distribution of my child's appearance in whole or in part, without restriction and without compensation now or at any time in the future, for instructional, promotional, artistic, trade, commercial or other purposes.*

*No, I do not give permission to Clovis North Bronco Drama to use media with my child. I understand that this will limit my child's ability to be involved in a production outside of class*

Name of Student (Please print) \_\_\_\_\_

Parent/Legal Guardian (Please print) \_\_\_\_\_

Signature of Parent/Legal Guardian \_\_\_\_\_

Date \_\_\_\_\_

# Clovis North Bronco Drama Shirt ORDER FORM



DESCRIPTION	QUANTITY	PRICE	SIZE	COLOR	COST
T-Shirt (size: ADULT S, M, L, XL, XXL)		\$18			
Hoodie (size: ADULT S, M, L, XL, XXL)		\$30			
<b>Total Purchase</b>					

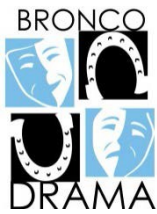
Cast Member Name:
Phone Number:
Email Address:

**Please make checks payable to “CUSD” with Spongebob on the Memo line.**

**If you would like to purchase one (or more) in an effort to help promote our amazing production of *THE SPONGEBOB MUSICAL* please fill out this order form, attach a check and return to Mr. Abels in the Drama Room.**

**ALL orders are due no later than Friday, July 30<sup>th</sup>.**





## THE SPONGBOB MUSICAL Program Advertising Information

This form outlines ad pricing and submission information for Bronco Drama's upcoming production of *THE SPONGEBOB MUSICAL*. The program contains information about Bronco Drama, the production and information on our many talented performers. The program format is 5- 1/2 inches wide by 8-1/2 inches high with an estimated audience circulation of over 2000!

### AD SPECIFICATIONS:

Ad type (business or personal)	Size	Cost	Requirements
Business Card	2" h x 3.5"w or 3.5" h x 2" w	\$75.00	
Half page	4" h x 5' w	\$200.00	
Full Page, b/w	8-1/2 h x 5" w	\$300.00	
Full Page, inside front/back cover color	8-1/2 h x 5" w	\$400.00	
Full Page, back cover, color	8-1/2 h x 5" w	\$450.00	

### For submitting copy:

Computer files such as .pdf, .jpg and .tif are the preferred method for receiving copy. These files may be sent directly to: [joelabels@cusd.com](mailto:joelabels@cusd.com)

**ALL ADS MUST BE ELECTRONIC OR CAMERA-READY.** We can scan "camera-ready" artwork and enlarge or reduce. (Some business cards are not camera ready.) We cannot edit ads.

**PAYMENT** in the form of a check made payable to Bronco Foundation-Drama must accompany the order and must be received by **Friday, September 10th.**

Payments may be mailed directly to CNEC-Attn: Joel Abels-Drama Teacher, 2770 E. International Ave., Fresno CA 93730.

Support  
Bronco Drama's  
production of

**September 23 – October 1**

Purchase a program  
advertisement for your business  
or organization today.

**Great Fresno/Clovis  
community exposure!**

### BRONCO DRAMA'S PROGRAM ADVERTISING SALE FORM

Please complete one form for each ad sold

Ad Type:

- Business Card (\$75)
- Half Page (\$200)
- Full Page b/w (\$300)
- Full Page inside (\$400)
- Full Page back (\$450)

**Return this form with payment  
and hardcopy art to:**

CNEC-Drama  
Attn: Joel Abels-Drama  
2770 E. International Ave.  
Fresno CA 93730  
OR  
email to:  
[joelabels@cusd.com](mailto:joelabels@cusd.com)

**Submission Deadline:  
Friday, September 10, 2021**

<b>Advertiser:</b>	
<b>Address:</b>	
<b>Telephone:</b>	
<b>Email:</b>	
<b>Contact:</b>	

**Amount \$**  
**Paid:** \_\_\_\_\_





# CLOVIS NORTH BRONCO DRAMA

## Show Sponsorships

The Clovis North Bronco Drama Theatre Arts Department is looking for sponsors to help with the cost of producing our production of *THE SPONGEBOB MUSICAL*. There are several different levels of donations:

### PRODUCERS CIRCLE \$1000

You or your business would be recognized in the program with a full-page ad (\$300 value), TWENTY tickets to the performance of your choice (\$200 value), two Drama T-shirts (\$30 value). Pre show announcement. Below, please specify what performance you would like your tickets issued for. ***DUE BY JULY 30<sup>TH</sup>***.

### DIRECTORS CIRCLE \$500

You or your business would be recognized in the program with a ½ page ad (\$200 value), TEN tickets to the performance of your choice (\$100.00 value), two Drama T-shirts (\$30 value). Below, please specify what performance you would like your tickets issued for. ***DUE BY JULY 30<sup>TH</sup>***.

### STARRING ROLE CIRCLE \$250

Program recognition as an official sponsor of Clovis North Bronco Drama, SIX tickets to the performance of your choice (\$60 value), and a Drama T-shirt (\$15 value) are the premiums for this level of sponsorship. Below, please specify what performance you would like your tickets issued for. ***DUE BY JULY 30<sup>TH</sup>***.

### GUEST STAR CIRCLE \$100

Program recognition as an official sponsor of Clovis North Bronco Drama. You will also receive TWO tickets to the performance of your choice (\$20 value). Below, please specify what performance you would like your tickets issued for. ***DUE BY SEPTEMBER 10<sup>TH</sup>***.

### CAMEO CIRCLE \$50

You, or your business, would be recognized in the program as an official sponsor of Clovis North Bronco Drama. ***DUE BY SEPTEMBER 10<sup>TH</sup>***.

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## SPONSORSHIP FORM-**THE SPONGEBOB MUSICAL**

Please fill out and return to CNEC-BRONCO DRAMA, 2770 E. International, Fresno, CA 93730.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact e-Mail: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

SPONSORSHIP LEVEL (check one) \_\_\_\_\_ \$1000 \_\_\_\_\_ \$500 \_\_\_\_\_ \$250 \_\_\_\_\_ \$100 \_\_\_\_\_ \$50

Name of Performer being sponsored: \_\_\_\_\_

Please issue tickets for the following performance: \_\_\_\_\_

**PLEASE MAKE ALL CHECKS PAYABLE TO: "Clovis North BRONCO FOUNDATION: Drama"  
For inclusion in the program all submissions must be received by THE DATES ABOVE.**