



Stagecraft 2023-24 Syllabus

Faculty: Mr. Todd Ritter, Stagecraft Instructor
Dr. Stephanie Poxon, CFA Director

Contact: **Mr. Ritter's email:** teritter@henrico.k12.va.us
Mr. Ritter's Website: www.quia.com/pages/cfaritter.html
CFA Office: (804) 228-2718
CFA Website: <http://blogs.henrico.k12.va.us/cfa>

Non Negotiables:

- SAFETY ALWAYS COMES FIRST.
- Come every day prepared with closed toe shoes and the proper clothing.
- Everyone supports everyone.
- Turn your phones off and put them in your bags before the start of class.

Course Offerings:

Students will explore and expand their knowledge of the following areas

- Scenic, lighting, prop, sound, makeup and costume design
- Production and construction
- Theatre Management
- Exploring the fine arts and other disciplines to study the interrelated components of design, production and management.

Guest Artists: We often ask professionals in our area to come to work with you so that you benefit from their expertise and experience. You are expected to show them total respect and your 100% willingness to learn from their experiences. You are also expected to know the information that they are bringing to you. You will want to take notes on this information, as it will be included on tests.

CELL PHONE POLICY:

At the start of class, students are required to put their phone out of sight and away (purse, backpack, locker, etc.) Phones will only be used when allowed by the instructor and must be put away afterwards.

1st offense – Student will be given verbal warning

2nd offense – Student will have their phone confiscated and given to Dr. Poxon and must meet with her to have the phone returned.

3rd offense – Student will have their phone confiscated and given to an administrator who will release the phone ONLY to a parent.

Grading:

*From the CFA student handbook:

“You have been chosen for a Specialty Center! We expect you to excel in your CFA classes. A CFA grade below a B will initiate a conversation about your commitment and dedication to your achievement in the arts. ...A grade point average (GPA) is calculated only on classes that students are enrolled in each grading period. **The minimum GPA expectation for all students is 2.7.** ...It is imperative that students and parents understand the importance of academic and artistic achievement.” Page 6

300% - Tests and Projects:

- Tests & Projects: You will be tested on any information given in class during that time period. Test questions may and will be repeated over the course of the school year so review prior tests in order to stay ahead in class.

- Tests & Projects: Projects will be given throughout the year, use your time wisely. You will be tested on any information given in class during that time period. Test questions may and will be repeated over the course of the semester so review prior tests in order to stay ahead in class.
- Projects: This is a project-based class, therefore a significant part of your grade will be based on your work in class. Grading will be based on quality, personal growth and work ethic.

200% - Quiz:

- Quizzes may be announced or UNannounced. Quizzes will only cover the current unit of study.

100% - Daily Participation:

- Daily Grades: Class participation is vital. I will be looking for not only participation, but also attitude and dedication. Merely showing up for class does NOT constitute an “A.” A weekly average will determine your grade.

100% - Homework:

- This is primarily hands-on class; homework is not issued frequently. BUT when it is assigned, I expect it to be completed ON TIME.

300% - “Careers in Entertainment”:

You will present a “Career in Entertainment” once PER QUARTER. Students will independently study and report on a specific career field in any area of the entertainment industry. Presentations will be given in class (approximately 5 minutes in length) and should include a visual element (video, PowerPoint, etc.) Extra credit will be given to students who reach out to an actual practitioner for first-hand information.

Presentation Dates: MP1: Oct. 11, MP2: Jan. 10, MP3: March 4, MP4: May 13

Late Policy

I will take off 5 points each school day that an assignment is late. **After 5 days**, I will no longer accept the assignment at all. At the close of a marking period, late work will no longer be accepted.

Attendance Policy

All make up assignments must be completed within three school days, if it is an excused absence. In order to get an excused absence note from attendance, you must bring a parent note within three school days. If you bring a note on day two, you only have ONE day to make up work. If you do not bring a note it is an unexcused absence, and you will receive a zero for that assignment. You will also receive a zero for that day as your daily grade. **It is the student’s responsibility to show your instructor your note.**

From the CFA Handbook (Page 5) In addition, attendance during the school day is mandatory during showcase tech week. Students are not permitted to sleep in or come to school late during Showcase Tech Week or Showcase Performance days. If a student is absent during Showcase Tech Week/Performance days, we will need a note from an attending physician to verify the absence. Otherwise, the student may not be permitted to perform in the Showcase.

Supplies

Students should have **work clothes and closed toe shoes at all times**. There is always the possibility of construction and painting. Not having the proper clothes will not be excused and will be reflected in your daily grade. Eye protection is also necessary for several assignments. **Purchase safety glasses** that are ANSI Z87.1 rated. There are several kinds, here are two options. You don’t have to buy this brand, but it is a good example. <https://a.co/d/8AG4OO6> if you don’t have glasses or <https://a.co/d/dMSUd18> if you do.

Remember that there is a \$20 CFA Theatre Fee due at the beginning of the year. This fee goes a long way in paying for guest artists, supplies, and the scenery for the coming year.

2023-2024

Mark your calendars! Stagecraft events are listed in bold.

August

21 First Day of School

September

14 FCFA Ice Cream Social

October

11 MP 1 Careers in Entertainment Presentations
31 Drama Club, VTA – Norfolk (Oct. 26 – 29) Tentative

November

3-4 CFA Fall Showcase 7:00 Show

9 CFA Open House

15 Audition Workshop 6:00

December

14-16 Drama Club Musical – 7:00 Show

January

10 MP 2 Careers in Entertainment Presentations
13 CFA Auditions

February

2 CFA Experience Day

6 Symposium Day

15 –17 Drama Club – Play 7:00 Show

March

1-2 Dance Showcase

4 MP 3 Careers in Entertainment Presentations

15-16 Theatre Showcase

19-21 NYC Trip (Tentative Dates – Info to follow)

April

1-5 SPRING BREAK

19-20 Musical Theatre Showcase

26 Senior Visual Art Showcase (Art Works Gallery)

May

3 Senior Theatre Showcase

10 Senior Musical Theatre Showcase and Visual Arts Showcase

13 MP 4 Careers in Entertainment Presentations

14 New Student Orientation

17 Senior Dance Showcase

21 CFA Senior Awards

31 LAST DAY OF SCHOOL

Parents and Guardians,

In an attempt to increase communication, and since *some* of my students *occasionally* forget to mention important dates, I am asking that you read the attached pages and sign this paper acknowledging your acceptance of the dates and policies within. Keep the calendar and put it on the fridge so that you can keep track of all of the upcoming events this year. Thanks, and if you have any questions, please feel free to contact me via email or phone.

Student Name

Email Address

Cell Phone

Parent/Guardian Name

Email Address

Preferred Phone #

Parent/Guardian Signature

Date

Student Signature

Date