

52nd ANNUAL

Miss Lakeside

SCHOLARSHIP PROGRAM

2019

Participant Packet

Information and Permission Form for
Dance Troupes

MLSP Directors

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The 52nd Annual — Miss Lakeside Scholarship Program 2019 will be held on Friday, March 22nd and Saturday, March 23rd in the Lakeside Gym. The title of Miss Lakeside recognizes a senior girl who has excelled in her academic and personal achievement, talent, personal interview and a formal presentation. In addition to the Senior Contestants, program participants also include Senior Escorts, Senior Emcees and Dance Troupe Members from Freshman, Sophomore and Junior Classes. A typical Order of Show is as follows:

Friday Talent Night

Senior Contestant Talent Competition

Saturday Formal Night**

Introduction of Emcees

Opening Number — Senior Court Dance

Junior Dance Troupe

Sophomore Dance Troupe

Freshman Dance Troupe

Senior Court - Formal Presentation

10-minute intermission

Top Talent Finalist Presentation

10-minute intermission

Pit Music Presentation (Lakeside Band or Orchestra)

Senior Escort Dance

Recognition of reigning Miss Lakeside Scholarship Winner

Awards and Crowning of Miss Lakeside Scholarship Winner 2019

**changes could occur, if so, advance notice will be provided to the participants

Dance Troupes: Junior, Sophomore and Freshman

Dance Troupes will each be spotlighted in dances relating to the event theme. The first twenty girls from each class that submit the participation fee, complete all paperwork and have met all of the participation requirements will be selected to represent their class as a member of one of the Miss Lakeside Scholarship Program Dance Troupes. You do not have to have past dance experience to make the dance troupe.

Calendar of Events – Dance Troupes

Changes will be communicated as quickly as possible – **Arrive 10-15 minutes prior to start time**

Thu., Oct. 18, 2018	Dance Troupe Forms and Fees Due, Media Center 3:15-4:00pm						
Sun., Jan. 13, 2019	DANCE TROUPES Rehearsal - Practice is MANDATORY – see below for time slot						
Sun., Jan. 27, 2019	Picture Day (All Participants/Groups) at LHS Gym, 11:30am DANCE TROUPES Rehearsal - Practice is MANDATORY – see below for time slot						
Sun., Feb. 03, 2019	DANCE TROUPES Rehearsal - Practice is MANDATORY – see below for time slot						
Sun., Feb. 10, 2019	DANCE TROUPES Rehearsal - Practice is MANDATORY – see below for time slot						
Sun., Feb. 24, 2019	DANCE TROUPES Rehearsal - Practice is MANDATORY – see below for time slot						
Sun., Mar. 03, 2019	DANCE TROUPES Rehearsal - Practice is MANDATORY – see below for time slot						
Sat., Mar. 09, 2019	Additional Dance Troupes rehearsal as decided by Choreographers – Mandatory						
Sun., Mar. 10, 2019	DANCE TROUPES Rehearsal - Practice is MANDATORY – see below for time slot						
Sat., Mar. 16, 2019	Additional Dance Troupes rehearsal as decided by Choreographers – Mandatory						
Sun., Mar. 17, 2019	Mandatory Final DANCE TROUPES Rehearsal at LHS Gym, 2-7pm Schedule TBD Emcees and Techs will be notified if they are required to be at this rehearsal						
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Juniors</td><td>2:15-3:30* at the LHS Fine Arts Building</td></tr> <tr> <td>Sophomores</td><td>3:30-4:45* at the LHS Fine Arts Building</td></tr> <tr> <td>Freshman</td><td>4:45-6:00* at the LHS Fine Arts Building</td></tr> </table>	Juniors	2:15-3:30* at the LHS Fine Arts Building	Sophomores	3:30-4:45* at the LHS Fine Arts Building	Freshman	4:45-6:00* at the LHS Fine Arts Building
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Freshman	4:45-6:00* at the LHS Fine Arts Building						

*(PLEASE NOTE: these times will be confirmed in December) - **Arrive 10-15 minutes prior to start time**

Thur., Mar. 21, 2019: **Mandatory** Final Formal Night Rehearsal (All Participants), 6pm

This is a Closed Rehearsal — participants only. The rehearsal will include at least two run thrus of all dance troupe numbers, followed by a complete run thru of the Senior Contestants and Escorts Formal presentations.

Sat., Mar. 23, 2019: Miss Lakeside Scholarship Formal Night 7pm - All Participants Arrive by 5:30pm

Report to the designated check-in area and assigned rooms. **No re-entry. No food or drinks.** Snacks and water will be provided in your designated rooms and for the Emcees backstage. The Miss Lakeside Scholarship Program Committee reserves the right to check participant bags.



Participation Guidelines and Requirements

The following sections will provide you with the information and guidelines you will need in order to prepare as a participant in Miss Lakeside Scholarship Program. The Calendar of Events gives you the dates to mark on your calendar; you should review these dates against your other commitments from mid-January through March. You are not considered a member of any group in the Miss Lakeside Scholarship Program until all paper work and fees have been received.

1. **ATTENDANCE - ALL PRACTICES, REHEARSALS AND MEETINGS ARE MANDATORY!** You will be expected to be on time. Start times are NOT arrival times. You should arrive 10-15 minutes before the posted start time. If you think you will be late or actually have to miss an event (**only one pre-approved absence is allowed**), you must contact one of the Directors and your group's parent sponsor in advance for approval. **An Absence could cause a participant not to be included in a segment of the choreography for the group dance.** Be sure you can make all the rehearsals before deciding to do Miss Lakeside Scholarship Program. Like all other clubs and organizations, we need you to be in attendance for the benefit of everyone.

2. PARTICIPANT ACADEMIC AND CONDUCT REQUIREMENTS:

All Miss Lakeside Scholarship Program Participants must have a minimum 2.0 GPA, be on grade level, and have no suspensions or expulsions. All students are expected to adhere to the behavior guidelines as stated in the DeKalb County Discipline Brochure and display exemplary behavior during all rehearsals and performances. Lakeside High School and its PTSA assume no responsibility for activities that occur after Miss Lakeside Scholarship Program, including weekly rehearsals. These are the same requirements held for the MLSP Senior Contestants, Senior Escorts, Dance Troupes, Emcees and Backstage, Sound & Light Crews.

3. PARTICIPANT PERMISSION AND VOLUNTEER FORM:

The Permission Forms in the back of this packet will need to be printed and signed by the participant and at least one parent/guardian. Forms should be turned in on the dates designated on the Calendar of Events.

4. PARTICIPATION FEE AND PATRON DONATION FORM:

Each participant is required to pay a Participation Fee that covers event expenses, including choreographer and dance costume fees. Participants can solicit donations from friends, family and community businesses on the Patron Donation Form to help cover this fee. For each donation of \$10.00 or more, the donor will have their name listed in the Event Program as a Patron. Payment of the required fee is due by the deadlines designated below (checks made payable to Lakeside PTSA). Any additional donations after this date will still have a chance to be added to the program up to a date to be determined by the Event Program committee.

- Dance Troupes \$90 due in Media Center, Thursday, October 18, 2018

5. CLOTHING REQUIREMENTS:

No see through or inappropriate clothing will be allowed, this includes weekly rehearsals! If you have any questions, please contact one of the Directors. The Directors and choreographers will work with the parent sponsors of each group to determine the best costumes for the groups. All event clothing must be approved by one of the Directors by Sunday, February 10, 2019.

You will need the following:

- **All Participants:**

- Group Pictures (includes Headshots for Contestants) — black short sleeve t-shirt (no-print), black long pants (no jeans) and black shoes.

- Group Dance Costume — must be approved by Directors and choreographer. Costume expenses are included in the Participation Fee.

6. CHOREOGRAPHY AND GROUP DANCES:

A choreographer will teach a separate group dance to the Senior Contestants, Senior Escorts and to each of the grade Dance Troupes. The choreographer will be working with each group every Sunday at the time designated, beginning January 13th. The practice dates are on the Calendar of Events. The music will be selected by the MLSP Directors and choreographers and will tie in with the theme. The choreographer fee is included in the Participation Fees.

7. COMMUNICATION

All announcements and information will be posted online, announced at school, emailed to you, on the Lakeside PTSA weekly emails, and Group Me/Remind texts organized by the girls and/or parent sponsors. Do not hesitate to contact the Directors with any questions or conflicts you may have.

8. SPECIAL NOTES CONCERNING PRACTICES/TIPS TO REMEMBER

- You will practice your group's dance each Sunday. Remember to wear clothing that will allow you to be comfortable while dancing. No see through clothing or other inappropriate attire will be allowed.
- Be on time! Please arrive 10-15 minutes prior to rehearsal start time. We have tight schedules and every minute is important.
- Attend all practices, rehearsals and meetings.
- Meet all deadlines (a list of deadlines is included with the packet)
- When in doubt... ask. Feel free to contact either director with any question you might have regarding Miss Lakeside.
- No family, or friends at any practice/rehearsal unless prior approval is obtained from a MLSP Directors.
- No gum at practices, rehearsals or shows!

9. PARENT/GUARDIAN VOLUNTEER REQUIREMENTS

Miss Lakeside Scholarship Program is sponsored by and is a standing committee of the Lakeside PTSA. It is organized and supported by the volunteer efforts of parent and community volunteers. **A parent/guardian of each Participant is required to volunteer two shifts during the planning, set-up and/or performance of Miss Lakeside.** We will send you a link to sign up for the area you would like to volunteer in. We have listed the various opportunities for parents/guardians below. If you have an expertise you believe the event can benefit from, please let us know!

- **Parent Sponsors: January through Saturday Event Night**

One to two Parent Sponsors are needed for each Participant Group (Senior Contestants, Senior Escorts, Senior Emcees, each of the Dance Troupes and for Backstage, Sound and Light Crew) to serve as the point of contact for the participants and parents of the group, and the group's liaison on the Miss Lakeside Scholarship Program Committee. The Parent Sponsor(s) are responsible for: tracking attendance and promoting/monitoring good behavior at dance practices; coordinating and ordering approved costumes/props with assigned budget; and chaperoning and obtaining food and drink contributions for the participants' designated rooms during the event. No other parents, friends or family members are allowed backstage or in the participant's rooms during the Miss Lakeside Scholarship Program!

- **Front of House Committee: Tickets, Check-in, Volunteers, Security, Concessions**

The Front of House Manager will need a point person to help with each of the areas mentioned above on both Friday and Saturday of Miss Lakeside Scholarship Program. Reserved Floor Seating Tickets are sold in advance to participants' families and friends through order forms collected every Sunday, and then distributed to the participants at the mandatory dress rehearsals the week of the event. Tickets are also sold at the door the night of the performances for general seating in the bleachers. Volunteers are solicited through the participant's parent volunteer forms, through Beta Club for student volunteers, and through school/community-wide announcements. Volunteers are used for ticket sales, ushers, security and hall monitors, check-in tables, etc. Concessions are typically run by the band or orchestra boosters, however a concession contract needs to be signed between Miss Lakeside Scholarship Program Committee and either the band or orchestra.

- **Stage Design/Decoration Set-up: Wednesday, Thursday and Friday of Event Week**

The Design Committee spends several months preparing the set, lobby and gym design and creating decorations to be used during the event weekend. The committee will need volunteers to assist with installation of the set and decorations. Because part of the work is done during the school hours, actual times cannot be communicated until closer to the actual week. In the past volunteers have worked during the day on Wednesday, Thursday and Friday, as well as during some evenings to ensure all work gets done prior to the start of the Talent Competition on Friday.

- **Food/Beverage: Saturday, Formal Night**

The Parent Sponsors will be looking for participants' parents to donate items or contribute monies for food and beverages for the participants during the event. The Miss Lakeside Scholarship Program committee does not allow any participant to bring food or beverage into the facility prior to or during the performance. Food and drinks are only allowed if provided and delivered by parent/guardians. The Parent Sponsors will communicate what food/beverages are needed and the delivery procedures as the event weekend approaches.

- **Strike of Stage/Decorations: Sunday after Event**

The strike consists of deconstructing and storing the runway, stage props, lobby decorations, ensuring all areas are cleared of event materials and stored properly.

All other volunteer opportunities are first-come, first-serve via Sign-Up Genius links which will be shared via email once all participants and parent information has been collected.

Participant Permission & Volunteer Form

We are so glad to have you! Please enjoy yourself and have fun! Checks payable to Lakeside PTSA

Select Your Participant Group		As a Participant, I have read and understand all of the guidelines and requirements set forth in the Miss Lakeside Scholarship Program Participant Packet. I understand it is mandatory to pay a Participation Fee (attach Patron Donor Form if applicable), attend all rehearsals, practices, and meetings scheduled in the Calendar of Events, and to have Parent/Guardian involvement. If a problem should arise, I understand and accept responsibility to contact, in advance, one of the Directors and the Parent Sponsor for the group in which I am participating.
Senior Contestant - \$115		
Senior Escort - \$95		
Senior Emcee - \$50		
Junior Dance Troupe - \$90		
Sophomore Dance Troupe - \$90		
Freshmen Dance Troupe - \$90		
Backstage, Sound & Light Crew - \$25		
Participant Name (please print):		
T-Shirt Size: S M L XL (please circle one)		Grade:
Student Email:		Student Cell:
Parent/Guardian Volunteer Areas: (refer to packet for descriptions) Parent Sponsor, Front of House (FOH) Committee Stage & Lobby Decoration Set-up, Food / Beverage Donations, Strike of Stage/Decorations Friday/Saturday Night Shift Volunteer, (select two shifts available via SignUp Genius)		
As a Parent/Guardian of a Participant, I have read and understand all the guidelines and requirements set forth in the Miss Lakeside Scholarship Program Participant Packet. I understand it is mandatory to pay a Participation Fee (attach Patron Donor Form if applicable) and to volunteer for two shifts for the Miss Lakeside Scholarship Program event, which will be made available to me via a Sign-Up Genius Link through the email I provide below.		
Parent/Guardian Name (please print):		
Signature:		Date:
Email:		Cell:

You are not considered a Participant until your Permission & Volunteer Form and fees have been received and verified by one of the Directors. A confirmation email will be sent.



Patron Donation Form (Optional)

Patron Donors are listed in the program for the Miss Lakeside Scholarship Program in appreciation of their financial support.

Patron contribution must be \$10.00 or more to be printed in the program.

Patron contributions can also be used to offset the Participation Fees.

Participant Name:

Patron Name (As it should appear in the program)	Patron Phone Number (will not be printed in the program—for reference only if needed)

You may have as many or as few patrons as you wish, but total must be at least the amount of the Participation Fees of the group in which you are participating. These fees are used to offset the expenses during Miss Lakeside Scholarship Program, including choreographer and costume needs. This form must accompany all funds turned in for processing. Thank you for your support!