Parent Meeting

October 30, 2025
LLT Academy Tampa Fine Arts Department

Meeting Agenda

1. Staff and Communication
2. Finances and Calendar
3. Expectations
4. Costumes and Volunteers
5. Q&A

1. Production Team and Communication

The Production Team Breakdown

- **Shana Flores**: Producer and Drama Coach
- **Teresa Ford**-Musical Team Lead, Music Instruction, and Choreography
- **Steven Clemmer**: Costume Design and Set Design
- **Justin Jimenez**: Audio Visual Engineer
- **Kat Rodriguez**: Communications Director and Parent Liaison

If you have any questions, please contact Kat Rodriguez at krodriguez@lltacademy.com, and she will direct you to the person best suited to help.

Join us on Remind

All families must join our Remind. This is the best way for all of us to safely and quickly, communicate.

Remind can be used to message us if:

- You are running late to pick up your child from rehearsal.
- Your child is sick and you would like to let us know.
- You have questions about the rehearsal schedule.
- Or if you have any other questions or concerns.

Join Remind by texting @lltrewind to 81010, or by entering the code on the Remind App.

Join us on Remind

Take out your phones.

Enter this number:
81010

Text this message:
@lltrewind

T-Shirt Sizes on Remind

Using Remind, send a message with your child's name and t-shirt size!

Google Classroom

All students will be invited to join the *Rewind-a Journey of Musicals* Google Classroom.

Resources will be posted for students to access. This includes choreography videos, music files, and more!

Students must accept the invitation sent from Ms. Rodriguez in order to access this information.

2. Finances and Calendar

Musical Fee

- All students are required to pay a one time Musical Fee of $50.
- This fee will be used to cover the cost of the script, a cast t-shirt, and to help with other production costs including costumes, props, and set pieces.

- The musical fee can be paid on SchoolPay. **This should be paid by November 21, 2025.**

- If a hardship makes payment difficult, please contact Shana Flores via email (sflores@lltacademy.com) and we can discuss options. We want everyone to be able to participate!

Additional information about costs

- Seats for each show will be $10.
- Tickets will be on sale through SchoolPay. Ages 3 and under are free but must sit on laps if seating is limited.
- Each student will receive 1 free ticket (to 1 show).
- Performances will have snacks and merchandise on sale as well as other fundraiser opportunities.
- We will also have a 50/50 raffle for each show night.

Calendar and Performance Dates

- The calendar for rehearsals will be on Google Classroom & LLTFineArts.com.
- Check the calendar for all specific rehearsal dates.
- Show dates and times:
- Wednesday, February 25, 2026 6:30-8:30
- Thursday,February 26, 2026 6:30-8:30
- Friday, February 27, 2026 7:00-9:00
- “Call time” is 5pm on the Wednesday and Thursday show nights and 5:30pm on the Friday night.

Important Dates

- Wednesday rehearsals starts on January 14, 2026.
- Starting on February 2, 2026 rehearsals will go until 6:00 PM
- Costume check is on January 8, 2026

Any additional date changes will be added to the calendar and sent via Remind.

3. Expectations

Student Expectations: Behavior

In order to ensure that the students' best interests are being met, the following guidelines will be followed:

- Academics are the number one priority for all students at LLT Academy. Students must maintain a C or higher average in each of their classes.
  - If a student is struggling with any of their coursework, a plan will be developed by the student and a team of teachers.
  - If students have homework or need to study and they are not needed for a part of rehearsal, it is expected that the student complete those things.
- Students are expected to behave respectfully during all rehearsals and performances. This includes being respectful to any adult volunteers, as well as other students.
  - Students not treating others respectfully can be removed from the musical.
- Any student who receives a suspension for any reason can be removed from the musical.

The musical is meant to be fun for everyone!

Rehearsal Expectations

For each rehearsal, it is expected that students:

- Arrive on time (may not leave their classroom until carline is over.
- Place their belongings in a designated area
- Get out supplies needed (script/pencil/highlighter/water bottle)
- Take a seat in assigned area
- Eat snack quickly and be responsible with any trash (at snack time)
- Pay attention throughout rehearsal
- Do not distract their castmates
- Take directions/notes well (Thank you)
- Are reading/studying their scripts until they are needed
- Maintain a positive attitude with a focus on growth

Student Contract: Attendance

- Students are required to attend all scheduled rehearsals.
- If your performer is sick, PLEASE KEEP THEM HOME. Please send a message on Remind , or an email, to Kat Rodriguez if your students will be missing rehearsal for any reason.
- Students need to be picked up promptly at the end of rehearsal.
- Performers are expected to work on memorizing their songs and lines at home. Material for practicing will be posted on Google Classroom.

Student Contract: Sports

Please let us know if you are planning to participate in any sports so that we can discuss a schedule that helps accommodate both sports and the musical production.

We are happy to work with student athletes, but please note that you will be expected to practice and review material on your own to stay current with the production. **All rehearsal material will be on Google Classroom for students to review.**

Student athletes will need to be able to attend all performance nights: February 25-27th, as well as Dress Rehearsal on February 24th.

Performance Night Expectations

- Students should be in their assigned spot for their costumes and at school by the posted “Call Time” on the calendar. Students should have already eaten a healthy dinner when they arrive. Avoid soda and dairy as much as possible for these meals. Students who stay for 309 and will not be going home before the performances need to pack a dinner and bring any appropriate clothing. Dinners can be something that requires a microwave. Avoid food delivery for these nights. Food rarely arrives on time and will back up the schedule.
- Students will not be released to go home after a performance until all pieces of their costumes and props have been put away properly for the next day.
- On the last performance night, students and families should plan to stay a little longer to “strike” the set and put things away.
- After the last performance, any costume pieces that can be kept by students will go home.

4. Costumes and Volunteers

Costumes

- The base costume requirement for all performers will be a plain black t-shirt (no graphics or words) and black pants (may be jeans, but NO leggings)
- All additional costume pieces will be provided by the school.

Important Costume Dates:

- All students should have their base costumes ready by for the costume check on Thursday, January 8, 2026.

Volunteer Opportunities

- We would like to offer a snack and water break to student during rehearsal. Donations of both water bottles and individually packaged healthy snacks are welcome! Mrs. Rodriguez will let families know (through Remind) when we are getting low and need more.
- Set Building
- Costumes
- Performance volunteers (sales, entrance, raffle, etc)
- Nights that families volunteer at a show, they are not charged to attend.
- Optional - someone to help coordinate meals for long rehearsals

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