



Student Conference
January 6, 7, 8 2012

Thank you for your interest in the NYSTEIA 2012 Student Conference

How to successfully complete your registration!!!

All Registration paperwork can be found online at www.nysteia.org. Registration Packet materials, **Supplemental forms**, and payment must be complete by **November 15th, 2011** and mailed to:

**Colleen Law-Tefft
PO Box 1062
Sherburne, NY 13460**

The following items comprise a complete registration packet:

- FULL PAYMENT (**in one check**) made payable to NYSTEIA
- Registration Form
- 2012 Student Conference Participant List
- Sponsors' Duty Assignments Form
- Chaperones' Workshop & Duty Assignments Form
- Workshop Preference Forms (Workshop list will be available on website by Nov. 1st)

Optional Registration Materials – include only if applicable

- Third Year Application form (mandatory if sending third year students)
- Festival of School Performances
- NYSTEIA Membership Form and Payment (in a separate check), if not already a NYSTEIA member.

**Incomplete packets will be held until the missing items are submitted, at which time they will be added to the waiting list. We anticipate registration numbers may exceed our available space at the Villa Roma. Schools not registered by the Nov. 15th deadline will be put on a waiting list and may miss the opportunity to attend this year's conference. Space is limited. Register early to ensure your school's participation.*

The following forms need to be photocopied and distributed to each student attending the conference:

- A Note to Students
- Rules of Conduct
- Student room usage sheet
- Conference Medical Form
- Workshop Brochure (will be posted on the website by Nov. 1st)
- Workshop Preference Form

Your Students are to review all of these forms with their parents and have them signed.

The Rules of Conduct and Conference Medical forms are to be collected and brought with you to the conference.

Other Important Information

What Students Should Bring

- Appropriate, comfortable clothes for workshops. Sneakers may be required for stage combat, dance and movement classes
- A bathing suit for indoor swimming pool.
- Presentable, “dress-up” clothes for Saturday night’s banquet and **school appropriate clothes** for Saturday night dances
- Warm clothing for snow tubing
- Musical instruments, games, etc. for use during activity time
- Spending money for NYSTEAs merchandise, Broadway Cares donations and snacks
- Monologues and sheet music. There will be opportunities for you to use them
- Reusable water bottles

1.Many workshops will be devoted to improving monologues and song presentation

2.Monologues can be adjudicated by the NYSTEAs Adjudicators

3.Auditions for Colleges and Summer Theatre Programs will also be available throughout the weekend

4.Those wishing to formally audition for a College or Summer Program **MUST** sign up for a time slot in the lobby when they arrive.

What Sponsors Should Bring

- Signed *Rules of Conduct* for EACH student
- Signed *Medical Permission Form* for EACH student

Below are all the forms that you will need to complete your student’s paperwork for this year’s conference. We hope that this e-mail helps you with the registration process. All registration forms can be found online at www.nystea.org. We thank you for all you do in preparing your students for this amazing educational weekend as we are very excited to be returning to the Villa Roma this year.

Student Conference Committee

Chairs: Tony Ravinsky and Adam Shatraw
Registration: Ann Campbell & Colleen Law Tefft
College Liaison: Maureen Natali & Regina Hartman
Security Manager: Adam Shatraw
Workshop Coordinator: Tony Ravinsky
Vendors: Terry Cucina
Third Year Student Coordinator: Justin Goldich
Forum Manager: Ellen Pavloff
Playwright Showcase: Flori Doyle
On-Site Coordinator: Mark Solkoff & Jodi Davis
Broadway Cares: Kristie Fuller
Photography: Jim Carroll
Activity Times: Jessica Mazo
Student Intern: Gus Jacobson & Blake McGready

Executive Board of NYSTEAs

President: Kate Olena
Vice President: Roger Paolini
Treasurer: Catherine Osinski
Secretary: Mark Solkoff



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A Note to Students

This is NYSTEA's 15th Annual Student Conference and will be a very exciting experience for you! We anticipate over 500 students and 150 workshops in a beautiful and newly renovated facility. Please read the following information carefully so as to insure a wonderful and positive experience.

What students should bring

- Appropriate comfortable clothes for workshops. Sneakers may be required for stage combat, dance and movement classes.
- A bathing suit for the indoor swimming pool and hot tub
- Presentable "dress up" clothes for dinner on Saturday Night & school-appropriate clothes for the Saturday night dances
- Warm clothing for snow tubing and for walking outside to and from workshop spaces.
- Musical instruments, games etc. for use during activity times
- Spending money for NYSTEA merchandise (t-shirts, hoodies, jewelry, etc), snacks, Broadway Cares donations and vendor items.
- **Monologues and sheet music.** There will be opportunities for you to use them. Many workshops will be devoted to improving monologues and song presentation. Monologues can be adjudicated by the NYSTEA Adjudicators. Auditions for Colleges and Summer Theatre Programs will also be available throughout the weekend.

College and Summer Theatre Audition information and requirements will be available on the website on or about November 1.

It is a good idea to audition, even if it is just for practice. Students **MUST** sign up to formally audition for a College or summer program. These sign up sheets are available in the lobby.

Remember that the Workshop Brochure will be available on the website on or about November 1, 2011.

When you arrive at the hotel you will receive your Workshop Schedule.



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Rules of Conduct for the NYSTEA Student Conference

Students - Please be aware of the Rules of Conduct that you pledged to and act appropriately.

THE DO'S

- Meet many people and learn many things
- Be enthusiastic, respectful and helpful to Sponsors, Chaperones, College Representatives, Presenters, Hotel Employees and fellow students
- Try a wide variety of workshops. If you are an actor take a technical workshop and vice versa
- Be polite to chaperones and follow what they say; remember they gave up their weekend for you
- Be on time for all workshops and activities
- Be sure to thank all of your workshop presenters
- If you need help, find someone in a green shirt
- Make Good Choices
- Have fun

EXPECTATIONS

- Wear your ID tags at all times
- Attend all Workshop Sessions, Touchbase Meetings, Playwright Showcase and the Opening and Closing Ceremonies.
- Students' rooms should not be used as hang-out sites.
- Students are to be out of their rooms during all activity times and events. If you must go to your room to change clothing in preparation for specific activities, you will be required to check in and out with the Security Host.

Under no circumstances should students be in other people's rooms.

- Behavior and general decorum should be appropriate at all times, in all places.
- No use of cell phones, cameras or other electronic devices during workshops or any performances.
- No drugs or alcohol of any kind will be permitted.
- No smoking.
- Obey the curfew. You are to be in your rooms at that time with the doors closed.
- Hotel security and chaperones will patrol each floor.
- Kitchen Facilities are NOT to be used in the room.
- In case of emergency contact a chaperone, sponsor, or hotel employee immediately.

Possible consequences if a violation occurs:

- parent notification
- school notification
- immediate expulsion from the conference
- refusal of individual student registration for future conferences
- refusal of school registrations for future year's conference

I, _____, have read and understand the NYSTEA Rules of Conduct and agree to comply with them. I also understand that if I break any of these guidelines, I may be required to leave the conference immediately.

Signed _____
(Student Signature)

Date _____

I, _____, have read and discussed the NYSTEA Rules of Conduct with my student and understand that if there are any infractions, I may be required to pick up my child immediately at my own expense. I understand that photographs and videotapes may be taken and used for publicity purposes.

Signed _____
(Parent/Guardian Signature)

Date _____



New York State
nystea
Theatre Education Association

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Student Room Usage Sheet

Workshop sessions:

Students may not be in their rooms at this time. If students have a special need, they must go to the desk, where someone will be available to escort him to his room. If a student is ill, their sponsor and the nurse will be notified.

Activity Times:

Friday

10:15 PM – 11:15 PM Students may return to their rooms briefly to change clothes for activities. They may not “hang out” in any rooms or in the hall outside the rooms.

11:15 PM - 12:00 AM Students may return to their own rooms and halls. Doors must be left wide open at all times.

Students who wish to go to bed early must inform the chaperone on duty. The door must be left ajar so that the chaperones can make periodic checks.

12:00 Touchbase time in hall outside of sponsor’s room.

12:15 AM - 12:30 AM Students return to their own rooms and prepare for bed.

12:30 AM Bed check. All doors will be closed and locked.

12:45 AM Lights out and quiet.

Saturday

2 PM - 4 PM Students may return to their own rooms briefly to change clothes. **Students may not “hang out” in rooms and may not be in other people’s rooms.**

9 PM - 11:15 PM Students may go to their rooms briefly to change clothes for activities. They may not “hang out” in rooms or in the hall outside the rooms.

After 9:30 PM students who return to their rooms will be required to leave their ID tags with a security host stationed in their area. They may retrieve their ID tags when they return from their rooms.

11:15 PM - 12:00 AM Students may return to their own rooms and halls. Doors must be left open at all times.

Students who wish to go to bed early must inform the chaperone on duty. The door must be left ajar so that the chaperones can make periodic checks.

12:00AM Touchbase time in hall outside of sponsor’s room.

12:15AM – 12:30 AM Students return to their own rooms and prepare for bed

12:30 AM Bed Check. All doors will be closed and locked

12:45 AM Lights out and quiet.

If a student is ill and needs to return to his room, he must notify the registration desk. A chaperone will accompany the student to the room. The nurse and sponsor will be notified to make periodic checks on the student.



New York State
nystea
Theatre Education Association

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**Medical Permission Form
For the 2012 NYSTEA Student Conference**

This permission will be effect from January 6-8, 2012

Name: _____ Age: _____ Male Female
Last First Middle

Address: _____
Number Street City State Zip

Home Phone: (_____) _____

Mother's Name: _____ Phone # _____

Father's Name: _____ Phone # _____

Other phone numbers and times to reach your parents and/or guardians during the weekend

Name of Contact: _____, Phone #(_____) _____ Time: _____

Name of Contact: _____, Phone #(_____) _____ Time: _____

Name of Contact: _____, Phone #(_____) _____ Time: _____

Name of Contact: _____, Phone #(_____) _____ Time: _____

Emergency Contact (other than parents)

Name _____ Phone #(_____) _____

Student's School _____ Phone #(_____) _____

School Address: _____
Number Street City State Zip

Name of Medical Insurance Company _____

Insurance Company Address: _____
Number Street City State Zip

Policy Number: _____

Family Physician's Name: _____ Phone #(_____) _____

Brief Medical History

Special Health Concerns: _____

Medications: _____ Dosage: _____ Times per day: _____

*****NOTE: If you are taking medication regularly, please bring a supply in labeled container(s)*****

Do you have:	If yes, type of medication	
Asthma _____	Dosage: _____	Times per day: _____
Diabetes _____	Dosage: _____	Times per day: _____
Epilepsy _____	Dosage: _____	Times per day: _____

Activity Restrictions Explain: _____

Any drugs that should NOT be administered _____

Other pertinent information we should know: _____

The undersigned parent or guardian of _____ authorizes the New York State Theatre Education Association to obtain medical care for him/her in the event such care is necessary. If possible, the parent(s) guardian(s) of the named individual will be contacted in the event of an emergency. Permission is hereby granted to the licensed physician or accredited hospital and their associates to perform any medical and/or surgical procedures deemed essential to the treatment of the above mentioned individual. We also agree to be responsible for payment of any such care.

Signed _____ Date: _____

NYSTEA Student Conference 2012 Schedule of Events – Student Schedule

Friday January 6, 2012

3:00-6:00	Check-in, Registration and Recreation Time - Students may sign up for audition time slots (Lobby).
5:45 or 6:15	Touchbase Time – to be determined by sponsor. Students and chaperones will meet with sponsors to review conference procedures and students' schedules.
6:00-7:30	Buffet Dinner (Dining Room) – Please follow Dinner Assignments. Students will take schedules and coats (if needed) with them for Workshop A.
7:45-8:20	ALL CONFERENCE EVENT: Welcome Ceremony and Opening Activity (Forum Nightclub). Required attendance for all Students & Sponsors.
8:30-10:00	WORKSHOP SESSION A – Required attendance for all students.
10:00-11:45	ACTIVITY TIME #1: See reverse side of this sheet for details.
10:00-10:15	Runway Spectacular: Garbage Bag Costumes & Fantasy Makeup (Everyone gather in the lobby near staircase).
10:15-10:45	Third Year Students Meeting - Required attendance for third year students - (West Room 1).
11:15	Students may return to their own rooms with doors open or in a designated hallway.
12:00	Touchbase Time: Students and chaperones will meet with sponsors outside sponsor's room to fill out Workshop A Evaluation Sheets.
12:15 AM	All Students return to their own rooms.
12:45	Lights Out and ALL QUIET Sponsors turn in bed check form to registration desk.

Saturday January 7, 2012

7:30-9:00	Buffet Breakfast (Dining Room).
9:15-10:45	WORKSHOP SESSION B – Required attendance for all students.
11:00-12:30	WORKSHOP SESSION C1 OR
11:15-12:45	WORKSHOP SESSION C2 (check workshop schedule for specific time) - Required attendance for all students.
12:30-1:30	Buffet Lunch (Dining Room).
12:45	Third year students Luncheon (Marty's Lounge) Required attendance for all third year students.
1:00-3:40	ACTIVITY TIME #2: See reverse side of this sheet for details.
1:00-3:30	College Fair & Theatre Marketplace (Lobby).
3:40-3:50	Touchbase Time – Students and chaperones will meet with sponsors outside sponsor's room to fill out and turn in Workshop B & C Evaluation Sheets.
4:00-5:30	WORKSHOP SESSION D - Required attendance for all students.
6:45	Touchbase Time – Students and chaperones will meet with sponsors outside sponsor's room to fill out and return Workshop D Evaluation Sheets and to buy AIDS Awareness Ribbons as they get ready for the "Red Ribbon Banquet."
7:00-8:00	Group A "Red Ribbon Banquet" Required attendance for Group A Students, Sponsors & Chaperones.
8:15-9:15	Group A NYSTEA Student Playwright Showcase Required attendance for Group B Students, Sponsors & Chaperones.
7:00-8:00	Group B NYSTEA Student Playwright Showcase Required attendance for Group A Students, Sponsors & Chaperones.
8:15-9:15	Group B "Red Ribbon Banquet" Required attendance for Group B Students, Sponsors & Chaperones.
9:30-11:45	ACTIVITY TIME #3: See reverse side of this sheet for details.
11:15	Students may return to their own rooms with the door open or in designated hallway.
12:00	Touchbase Time: Students and chaperones will meet with sponsors outside sponsor's room to get instructions on Sunday's events and departure.
12:15 AM	All Students return to their own rooms.
12:45	Lights Out and ALL QUIET. Sponsors turn in bed check form to registration desk.

Sunday January 9, 2011

7:30-9:00	Buffet Breakfast (Dining Room).
9:15-10:45	WORKSHOP SESSION E - Required attendance for all students.
11:00-11:45	ALL CONFERENCE EVENT: Closing Ceremony featuring performances of student work developed at this conference- Required attendance for all Students, Sponsors & Chaperones (Forum Nightclub).
11:45-12:00	Packing & goodbyes. You may leave luggage in the room while you eat lunch.
12:00-1:00	Lunch.
1:00-1:30	Departure - Be sure to take all of your belongings and dispose of all your garbage.

ARRIVAL ACTIVITY TIME (Friday 3:30 pm -6:00 pm)

Snow Tubing* (Chalet) –Buses outside entrance to main lobby
Swimming, Hot Tubs (pool)
Bowling*, Rock Climbing*, Indoor Basketball, Volleyball, Workout Room (Tennis Center)
Ping Pong, Billiards, Bocce, Shuffle Board, Arcade Room (Game Center)

ACTIVITY TIME #1: (Friday 10:15 pm-11:45 pm)

Recreational Activities:

Snow Tubing* (Chalet) –Buses outside entrance to main lobby
Swimming, Hot Tubs (pool)
Bowling*, Rock Climbing*, Indoor Basketball, Volleyball, Workout Room (Tennis Center)
Ping Pong, Billiards, Bocce, Shuffle Board, Arcade Room (Game Center)
SAFE SPACE Mixer (Location TBA) New This Year!

Theatrical Activities:

Tech Challenge – Who are the best techies? Join a team and take the fun tech challenge!! 10:30 (Tivoli)
Basement View Improv Show followed by Karaoke 10:30 (Marty's Lounge)
Theatrical Lighting Seminar open to browse, play and ask questions 10:15-11:30 (Forum Nightclub)
NYS Summer School of the Arts (NYSSSA) Auditions 10:45-11:45 you must sign up in advance in the Lobby.
College Auditions 10:45 – 11:45. You must sign up in advance in the lobby. Room assignment will be posted with sign-up sheets.
Quiet Study Room – (South Room)

ACTIVITY TIME #2: (Saturday 1:00 pm– 3:40 pm)

Recreational Activities:

Snow Tubing* (Chalet) –Buses outside entrance to main lobby
Swimming, Hot Tubs (pool)
Bowling, Rock Climbing, Indoor Basketball, Volleyball, Workout Room (Tennis Center)
Ping Pong, Billiards, Bocce, Shuffle Board, Arcade Room (Game Center)

Theatrical Activities:

Basement View Improv Show followed by Karaoke 2:00 (Marty's Lounge)
COOKING DEMONSTRATION by Tom Kutschera, head chef of the Villa Roma at 2:45PM in the main dining room.
Festival of School Performances – 2:00 – 3:30 (Forum Nightclub)
4 exciting divers workshops in the West and East Rooms (Sessions to be listed upon arrival) New this year!
College Fair & Theatre Marketplace - 1:00 – 3:30 (Lobby)
Formal Adjudications (for the NYSTEA Workshop Attendees ONLY) 2:00 (North Room)
NYS Summer School of the Arts (NYSSSA) Auditions 2:00-4:00 you must sign up in advance.
College Auditions 1:30 – 3:30. You must sign up in advance in the lobby. Room assignment will be posted with sign-up sheets.
Quiet Study Room – (South Room)

ACTIVITY TIME #3: (Saturday 9:30 pm – 11:45 pm)

Recreational Activities:

Snow Tubing* (Chalet) –Buses outside entrance to main lobby
Swimming, Hot Tubs
Bowling*, Rock Climbing*, Indoor Basketball, Volleyball, Workout Room (Tennis Center); Ping Pong, Billiards, Bocce, Shuffle Board, Arcade Room (Game Center)

Social Activities:

Dance A – Rock, Rap, etc. (Marty's Lounge)
Dance B – Dance Music (Forum Nightclub)
BINGO (East Room 1)

Photobooth to benefit Broadway Cares. \$1 per person (Mezzanine Level OTB) New this Year!

Theatrical Activities:

Tech Challenge – Finals 10:30 (Tivoli)
Karaoke (West Room 2)
Singing around the piano with James and Kenny 10:30 (Mezzanine Level)
Instrumental Jamming (Mezzanine Level)
Theatrical Lighting Concepts Session with Al Ridella. (East Room 2)
Playwright Showcase Talk-Back with authors, actors and directors (all welcome) 9:30 (North Room)
NYS Summer School of the Arts (NYSSSA) Auditions 9:30 -11:30 you must sign up in advance in the Lobby.
College Auditions 9:30 – 11:30. You must sign up in advance in the lobby. Room assignment will be posted with sign-up sheets.
Quiet Study Room – (South Room)

*Ticket or money required. Each person will receive two tickets for these activities which may be used instead of payment. Otherwise the charges will be as follows:

- o \$12 per session for snow tubing
- o \$6 for two attempts at rock climbing
- o \$5.50 one game of Bowling (with shoe rental); \$3.50 each additional game

PLEASE PLAN YOUR TICKET USAGE WISELY!!



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NYSTEA/Karl F. Hueglin Scholarship

The purpose of this scholarship is to provide one or more full scholarships to the NYSTEA Student Conference for students who have a major interest in technical theatre. Students who wish to apply must complete the student portion of the application. The teacher of the student must complete the teacher portion. Both parts of the application must be submitted by the teacher. Deadline: October 15, 2011

Note: In order for a student to be eligible for the scholarship, the school's complete registration packet must be received by November 15, 2011. All scholarship applications should be sent to:

John Shorter, Chairperson
NYSTEA /Karl F. Hueglin Scholarship Committee
20 Narcissus Drive
Syosset, NY 11719

Student Application:

Write an essay describing your interest in technical theatre and why you would like to attend the student conference. What do you hope to learn that you can share with other students?

Teacher Recommendation

Why does this student deserve a scholarship to attend the NYSTEA Student Conference? Please include the following: leadership potential, interest in technical theatre and financial need.

Please fill out the information below and send in with your application.

Student's Name _____

School Name _____

Sponsoring Teacher's Name _____

School Address _____

Teacher's e-mail _____

Teacher's School Phone _____

TECH SCHOLARSHIP RECEIPIENTS WILL BE ANNOUNCED VIA EMAIL BY NOVEMBER 1, 2011.



New York State
nystea
Theatre Education Association

Perform. Transform.



Student Playwriting Showcase

Calling all directors...

If you would like to direct one of the scenes during the NYSTE Student Conference Student Playwriting Showcase on Saturday night, please return this form with your conference registration packet before the November 15th deadline. The Committee will contact you by December 1st.

Showcase Director Duties:

- Receive assigned script before conference (at least 1 month in advance). Arrange to bring any thing required for your scene--props, sounds effects, etc.
- Bring at least four copies of script with you to conference.
- Attend auditions Friday night during Activity Time #1. Select and cast actors; give them scripts and requirements.
- Your time commitment on Saturday will be from approximately 1:00pm-9:45pm and will include:
 - 1:00pm-3:30pm--Arrange meeting times with actors for rehearsal during Activity Time #2.
 - 4:00pm-6:30pm-- Tech run through with actors during workshop D. Techies should receive their own copy of the script. Enjoy dinner with the actors, directors and tech workers (you will not be able to attend the formal dinner with your school on Saturday night as you will be in attendance for both performances. Your co-chaperones/sponsor will be with your students at that time).
 - 7:00pm & 8:15pm--Performances (You can be in the audience at that time--you do not have to be back stage.)
 - 9:15pm-9:45pm Talkback with the writers, actors and directors.

I understand the duties and am interested in directing a scene during the Showcase:

Name _____ School _____

E-Mail _____ Phone Contact _____

Number of Years at the Conference: _____

I have directed at the Conference before: ___yes ___no

Driving Directions to the Villa Roma Resort

From New York and Metropolitan Area: (2 Hours) George Washington Bridge to New Jersey Palisades Parkway to New York Thruway North. Proceed on Thruway to Exit 16 and proceed West on Route 17 to Exit 104. Route 17B West 15 miles to Cochecton. At light turn right onto 17 B and 52. Bear left (17B) and follow to stop sign. Make right onto 52A. Make next left onto Gabel Rd. and follow straight to Villa Roma.

From Binghamton, Rochester and Upstate Area:

Interstate Highway 490 South to the New York Thruway (90) East. In Syracuse leave Route 90 for Interstate 81 South to Binghamton. Pick up Route 17 East to Exit 87 (Hancock). Route 97S to Callicoon. Turn left at traffic light onto 17B. Follow 1.8 miles. Make left onto County Rd. 164 in Hortonville. Follow to stop sign. Make left and follow straight to Villa Roma.

From Albany Area:

New York State Thruway (87) South to Kingston Exit 19. Route 209 South to Ellenville. Right turn onto Route 52 West and follow through Liberty to Jeffersonville. Make right onto County Road 164. Follow 1.4 miles to left turn onto Polster Rd. Follow to stop sign and make right to Villa Roma.

From Connecticut, Boston & New England:

Mass. Turnpike, Sturbridge Exit. Then Route 84 West to Route 17, West to Exit 104. Route 17B West 15 miles to Cochectoxn. At light turn right onto 17B and 52. Bear left (17B) and follow to stop sign. Make right onto 52A. Make next left onto Gabel Rd. and follow straight to Villa Roma.

From Southern New Jersey and Philadelphia:

New Jersey Turnpike to Exit 11 Garden State Parkway North to New York State Thruway North. Exit 16 onto Route 17 West to Exit 104. Route 17B West 15 miles to Cochecton. At light turn right onto 17B and 52. Bear left (17B) and follow to stop sign. Make right onto 52A. Make next left onto Gabel Rd. and follow straight to Villa Roma.

VILLA ROMA • 356 Villa Roma Road • Callicoon, NY 12723
Telephone (845) 887-4880 • Toll Free: 1-800-533-6767
URL: <http://www.villaroma.com>