

# **Stephen F. Austin High School**

## **Theatre Company Handbook** (Addendum)



**2022-2023**

Erin Eder, Theatre Director

Harsa Rutherford, Assistant Director

# HANDBOOK INDEX

COMMUNICATION

THEATRE PERFORMANCE ACTIVITIES

THEATRE COMPANY PRODUCTIONS

THESPIANS

LETTER JACKET AWARDS

GRADING SYSTEM FOR CLASSES

CONDUCT

ATTENDANCE

THEATRE COMPANY BOOSTER CLUB

THEATRE ARTS FREQUENTLY ASKED QUESTIONS

# COMMUNICATION

The directors frequently send out information and update information, on the Theatre Blast section of the website regarding everything happening in the department that week. In addition to our website, updates are posted frequently on the company social media sites.

# THEATRE PERFORMANCE ACTIVITIES

## THE AUSTIN PLAYHOUSE THEATRE COMPANY PRODUCTIONS

Check the TAP Website to view our 2022-2023 Season. Audition dates and times will be posted on the calendar tab on our website.

Production and Advanced Theatre students are required to participate in all productions throughout the school year. If students cannot fulfill this requirement, they will be removed from the class and placed in a different class.

### 2022-2023 TAP Fees

Fall Show Production Fee-\$50

Spring Musical Production Fee-\$50

Thespian Convention- \$500

- [Registration](#) for Thespian Convention here- \$100
- **The [second payment](#) of \$150 is due September 15th.**
- **The [third payment](#) of \$150 is due October 1st.**
- **The [final payment](#) of \$100 is due October 15th.**

[OAP Fee](#)- \$50 (Due January 13th)

[Student OAP Festival](#)- \$50 (Due April 14th)

\*Click on the link to pay your fee!

# Thespians

Austin Theatre Company's Thespian Troupe 5448 is involved in numerous activities throughout the school year. Students earn hours and thespian points by participating in theatre activities outside of the regular theatre classroom.

## Thespian Information

- A student will earn thespian points from active involvement in the theatre activities that the directors approve. TAP students will log their hours
- Students will be required to log their hours weekly so that the secretary can log hours/points as the year progresses.
- Transfer (other Thespian troupes) students must earn a total of 5 points in TAP and participate in the induction in May to be an official member.
- Thespians are also eligible to apply for scholarships through the International Thespian Society (ITS).
- Our TAP Officers host monthly Drama Clubs

- International Texas Thespian Convention in Dallas (November)
- Annual Theatre Banquet and Thespian Induction (May)
- International Thespian Convention (June)

To monitor TAP Thespian activity, please visit our website, Thespian tab, [www.theaustinplayhouse.com](http://www.theaustinplayhouse.com)

## LETTER JACKET AWARDS

To earn a letter jacket...

A student must:

- 1) Be enrolled in a theatre class to earn points
- 2) Be a member in good standing of the Theatre Program\*
- 3) Participate in a minimum of two productions
- 4) Accumulate a minimum of 15 points per Katy Fort Bend ISD point allotment

\*Member in good standing is a critical prerequisite to earn an Award Jacket in Theatre. The criteria for this component will be defined by the theatre director and approved by the campus principal. Once approved, the requirements will be published in the campus theatre handbook/information.

Students wearing letter jackets represent more than their achievement. Per the Fort Bend Fine Arts Handbook, any student committing a serious offense as described in the Fort Bend ISD Student Code of Conduct, or the organization by-laws, which may bring disgrace on the organization, school or district, will forfeit the award jacket if the offense occurs at any time during the remainder of the student's high school career.

## GRADING SYSTEM FOR CLASSES

- PARTICIPATION/WARM-UP GRADES/DAILY WORK/HOMEWORK/REHEARSALS– 50%: This includes punctuality, having proper materials, and use of class, rehearsal time, in-class work, homework, scene work, group collaboration, group projects, and lab scenes.
- EXAMS/MAJOR WORK – 50%: This includes any written or oral exam, major projects, semester crew hours, and performances. Criteria for grading all performances will be provided to the students when the project/performance is assigned.

### Daily & Other Grades

If a student chooses to hand in work after the due date, 25 points will be subtracted from their work. Late work will be accepted until two days before the test/assessment or reporting period, whichever comes first. Any work not received by the timelines will default to a zero.

### Major Grades-Essays & Projects

Essays: Because major essays are often revised, edited, and re-worked during class in the days after the due date, arrangements will be made for a tutorial and/or digital submission to occur by the following day if an essay is not submitted on time.

Projects: Checkpoints for completion should be built into the rubric for each project so that teachers are aware of student progress. Arrangements will be made for a tutorial and/or digital submission to occur by the following day if a project is not submitted on time.

\*\*Please note, all TAP Theatre Students are required to watch one live theatrical production a semester and submit a written critique. This requirement will be strictly enforced and will fulfill a Major Grade Requirement for each semester. Guidelines for the critique will be posted on the website under the Courses Tab on our TAP website.

## CONDUCT

Austin Playhouse Theatre Company Students have a high profile on campus and in the community. It is imperative that the conduct and appearance of all theatre students be above reproach. Theatre students will have the opportunity to participate in many exciting events on stage and behind the scenes. As representatives of Fort Bend ISD and Austin High School, our students must reflect an image of positive leadership, character, responsibility, and good sportsmanship.

- Any student who receives an “N” or “U” in conduct in any class will not be allowed to participate in theatre extra-curricular activities.
- Any student assigned to in-school suspension the day before or on the day of a contest or field trip will not be allowed to participate in that activity.
- In accordance with Fort Bend ISD policy, any student suspended from school for any reason will not be permitted to participate in any theatre activities during the period of suspension.
- As noted in the Production information, students who elect to withdraw themselves from a production (either cast or crew) after committing to a role may not be allowed to participate in other extracurricular theatre activities for the remainder of the school year. If the situation arises, the student will be required to meet with the directors to discuss options. The decisions made will be on an individual basis and are at the sole discretion of the directors.
- Any student who is not directly connected to the production through the audition, casting, and technical assignment process shall not be allowed at after-school or Saturday rehearsal. If a student has a special need or request regarding having someone with them at rehearsals, it will be the student’s responsibility to discuss the situation with the directors before the rehearsal in question. The decisions made will be on an individual basis and are at the sole discretion of the directors.
- Any student who does not use theatre safety and etiquette guidelines established by the TAP will not be allowed to participate in any theatre activity for the remainder of the year.
- Please refer to the AHS Student Handbook regarding TARDINESS. Students are considered tardy if they are not at the door when the bell rings. Some extenuating circumstances, as deemed by the directors or teachers, are taken into consideration. Notes from a previous teacher or administrator are advisable.

# ATTENDANCE

Absences are DISCOURAGED since a large portion of your grade every six weeks is taken from assessments of “hands-on” work or work with partners and groups. Participation work missed for excused absences may be made up utilizing an alternative assignment. In TAP productions, students are allowed a maximum of three absences.

# TAP CONDUCT

Self-discipline is critical to the success of the TAP. Theatre students are expected to follow the TAP Classroom Rules, which are discussed, agreed to, and practiced in each classroom. Due to the nature of the theatre facility, the following rules shall also be enforced.

- NO GUM! NO GUM! NO GUM!!!
- NO FOOD OR DRINK IS ALLOWED IN ANY THEATRE SPACE. WATER MAY BE CONSUMED IF IT IS IN THE ORIGINAL BOTTLE AND IT IS CAPPED.
- PRACTICE THEATRE SAFETY AND ETIQUETTE IN ALL THEATRE SPACES AT ALL TIMES. THERE ARE NO EXCEPTIONS - YOUR SAFETY AND YOUR HEALTH COULD DEPEND ON IT! ANY IRRESPONSIBLE OR UNAUTHORIZED USE OF TOOLS, EQUIPMENT, MATERIALS, AND THEATRE SPACES IS CONSIDERED VANDALISM AND WILL BE DEALT WITH ACCORDINGLY.
- THOROUGHLY CLEAN ALL WORK AREAS AND STORE ALL TOOLS BEFORE BEGINNING ANOTHER TASK OR LEAVING THE THEATRE AREAS.
- FLIP FLOPS ARE NOT ALLOWED IN THE TECHNICAL THEATRE SPACES. HARD SOLED SHOES ARE PREFERRED WHILE WORKING IN THE THEATRE. SHOES SHALL BE WORN IN THE THEATRE AT ALL TIMES. OPENED-TOED SHOES ARE NOT ALLOWED IN ANY SHOP OR TECHNICAL WORK AREA.
- RESPECT EACH OTHER, ALL ADULTS, AND YOUR DIRECTORS. TREAT OTHERS AS YOU WISH TO BE TREATED!
- ALWAYS REMEMBER TO “ACT WELL YOUR PART, THERE ALL THE HONOR LIES.”

# Austin Playhouse Theatre Company Booster Club

The Austin Theatre Company Booster Club has been established by parents who wish to support the activities of TAP, either financially and/or by volunteering their time. The boosters work to reach program goals set by the directors.

Involved parents are more informed, develop a better understanding of the program’s philosophy, and better appreciate the benefits their child receives by being a part of the TAP. Involved parents receive information at the monthly meetings, which directly support their students. Boosters’ efforts to help the students of the TAP are critical to the success of our students and program.

The TAP Boosters have a general meeting once a month, and all theatre parents/guardians are welcome to attend. Each meeting lasts approximately 1 hour. For more information, check out our Booster tab. Booster Meetings will be posted on the TAP Calendar on the web.

## THEATRE ARTS FREQUENTLY ASKED QUESTIONS

*What shows will be performed this year?*

The season is posted on the TAP website.

*How can I purchase tickets for the shows?*

Show tickets may be purchased on the TAP website under the Shop Tab.

*What are Thespian Points, and how can I accrue them?*

Thespian Points are given for student participation. The points can be earned for fundraiser participation, show participation, or show attendance. Ten (10) Thespian Points allow the student to become a member of the International Thespian Society. The Thespian tab is on our website. You may log your hours on the website.

*What is UIL OAP (One-Act Play)?*

One-Act Play is an annual competition among Texas high schools. The competition begins at the ZONE level (local area high schools), expands to the DISTRICT competition, AREA competition, REGION competition, and the STATE competition. The same play is performed at each level, but each group of shows is different at each level. In addition to OAP, the UIL Theatrical Design is an excellent opportunity for our technicians to compete. All Theatrical Design information will be distributed in classes throughout the school year.

*What is the State Thespian Convention?*

The Texas State Thespian Convention is a competition attended by Texas high school Thespian troupes. There are auditions in the theatre classes, and selection will be made by the directors. Some categories are for individuals, and some are group events. The convention allows the student to participate in the workshops, compete against other Thespians in various activities, and audition for colleges (Seniors only). The convention is not only fun but very educational. The convention usually costs approximately \$500 to attend, which includes workshops and shows, transportation, and rooms. In addition to performance activities, there are tech events as well. Online registration will be posted on the Thespian Tab of our website.

*How do I become a member of the TAP Booster Club?*

Sign up to be a Booster Club Member. ([www.theaustinplayhouse.com](http://www.theaustinplayhouse.com))

*What scholarships are offered to seniors involved in TAP?*

1. The State Thespian scholarship is available to students interested in acting, technical work, and educational work. The student applies, pays the fees, auditions, and can earn up to \$1000.
2. The Texas Educational Theatre Association scholarships are available to students interested in acting, technical work, and educational work. The student applies, pays the fees, and auditions at the convention,

*How do I get in touch with the Directors?*

Erin Eder-Theatre Director  
[erin.eder@fortbendis.com](mailto:erin.eder@fortbendis.com)

Harsa Rutherford-Assistant Director  
[harsa.rutherford@fortbendis.com](mailto:harsa.rutherford@fortbendis.com)

\*These policies are subject to change at the discretion of the Austin Playhouse Theatre Company Directors.\*

**Want to  
know  
more** 

