

LISD Theatre Handbook

Purpose

The purpose of the CPHS/LHS Theatre Handbook is to provide drama parents and drama students with a resource to which they may refer regarding drama procedures and policies. The handbook will provide students with guidance and information to help them have a positive experience in the CPHS/LHS theatre program.

Mission

To create and maintain a quality student based program that produces opportunities in both acting and technical theater. The CPHS/LHS theatre department's main goals are:

- To reach the Leander I.S.D. objectives
- To provide acting experience for all abilities by producing both in and outside of the classroom
- To develop an appreciation for the performing arts as a discipline
- To create a positive fun atmosphere while instilling a strong work ethic
- To develop the ability to accept constructive criticism and to improve on the ability to critique others constructively

Extracurricular Policies

Participation in extracurricular activities is required in the Advanced Production classes. Since students audition to earn a spot in this class it is assumed that they have the desire to take part in extracurricular drama. However, since no student is obligated to be in Advanced Production, it is stressed that participation in extracurricular is a privilege, not a right. You, the drama student, are accountable and responsible for all policies contained within this handbook and for any additional ones that your respective directors might add.

Auditions

Auditions for involvement in extracurricular activities are announced approximately two to three weeks before the beginning of the production schedule.

Audition opportunities include:

- Main stage musical – school-wide eligibility
- UIL one act play – school-wide eligibility
- Other extracurricular plays as announced
- Grade eligibility for performance (see eligibility page)

Audition Criteria

- Attendance and participation at auditions and callbacks

- Appropriateness of student to the role and ability to perform the role
- Student fits in the ensemble of the cast
- **Cooperation and preparation** in the audition
- Student ability to attend rehearsals and performances
 - Students must list **ALL** CONFLICTS ON THE AUDITION SHEET. This includes doctor appointments, family trips, other school activities, church etc. **ANYTHING THAT PREVENTS THE STUDENT FROM ATTENDING REHEARSAL**

Rehearsal Expectations

- Attend **ALL** rehearsals for the **ENTIRE** time unless stated on the conflict sheet at the time of auditions and approved by directors
- **BE ON TIME** and ready to work at every rehearsal
- Stay in the designated area for rehearsals and watch or work quietly
- Be prepared at each rehearsal
 - Have a script and pencil when necessary
 - Lines memorized on due dates
- **Be in appropriate rehearsal attire** (i.e. DANCE CLOTHES WHEN NECESSARY, REHEARSAL SKIRTS AND/OR SHOES, etc.)
- Students are allowed two unexcused absences – an unexcused absence is **any** absence not listed on the conflict sheet including illness
- Absences above the two unexcused will be handled on a case by case basis
- Unexcused absences in excess of two may result in expulsion from the cast
- Students **MUST NOT** leave the rehearsal at any time without permission

Performance Expectations

- Cast and Crew are required to report on time for dress rehearsals and performances for make-up calls and warm ups and in costume at the time posted.
- Students are **NEVER** to leave the backstage areas of the theater or the campus in makeup and/or costume.
- Students involved in the Main stage musical will provide their own costumes. OPPORTUNITIES FOR FUNDRAISING WILL BE PROVIDED.
- Any costume provided by the theater department for any production will require a \$5.00 cleaning fee and must be returned to the department.
- Stage etiquette should always be followed including courtesy and consideration for cast, crew, and directors

- **Students are expected to stay and help strike whatever is necessary on closing night of the performance. This is part of the theatrical process.**
- ⊖ **In the Advanced Production Class, failure to attend a mandatory rehearsal or performance will result in a grade of 0 and may result in failure for that six weeks.**

Eligibility

Extra-curricular Activities

- Extra-curricular Activities are those theatre activities that occur beyond the classrooms designated by Texas State law and UIL
 - Students are eligible during the next grading period if they pass all of their classes on their report card with a grade of 70 or above.
 - Students who receive grades of incomplete on their report card (due to excused absences at the end of the 6 weeks period) are considered ineligible and have 7 days after the end of the 6 weeks period to complete the missing work and have their grade changed to a passing to regain eligibility.
 - Students who receive grades of Incomplete for reasons other than excused absences at the end of the 6 weeks period will remain ineligible, even if the grades are made up and changed to passing.
 - Students who receive failing grades on their report card are ineligible, even if the student completes work to get the grade changed, even if the grades are made up and changed to passing, unless the failing grade was given in error.
 - Students who are ineligible due to grades may regain eligibility at the end of the 4th week of a six weeks period by filling out the required UIL Grade Check form available by the deadline. The form is available in the Guidance office each six weeks. All of the student's teachers must sign the form and give the student a passing grade at that time in order for a student to regain eligibility.
- **All AP Theatre students and students in the Mainstage musical and UIL One-Act Play MUST provide the following to Ms. Blake and Mrs. Bowmer:**
- Progress reports every 3 weeks (this is an assignment – a grade will be taken)
 - Report card every 6 weeks (this is an assignment – a grade will be taken)
 - UIL Grade Check form to regain eligibility if applicable
 - Understudies will rehearse in the students role until these forms are presented
 - **Parent and student signature on acknowledgement form verifying parent and student has read handbook**

