

Revised 8/19/20

HANDBOOK 2020-21



Director David Barker Assistant Director Cheramie Hopper

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Director's Welcome

Welcome to Pearland Theatre!

We are so excited to be a part of your community, Pearland High School, and to have the privilege to work with its wonderful teachers and administration! We are even more excited about the new school year, our plans and our goals which have been implemented and are underway. Now that YOU are here, you will be able to participate in an exciting theatre program in Pearland ISD!

In the Theatre Handbook, you will find information that will help you begin the new year on the right foot and will help you meet the exciting challenges that this magnificent theatre holds for all of us. You will also find at the back of this handout, several documents that YOU AND YOUR PARENT(S)/GUARDIAN(S) must sign and return to the theatre office within the three weeks of school to participate fully in the theatre activities.

Our expectations are high for YOU to succeed while working as an actor or a technician with the Pearland Theatre Company. We truly expect that once you have begun working with each other and with us you will want to make the theatre your "home away from home." The doors to the theatre are always open for you if you are willing to follow the policies and guidelines outlined in this handout.

Please be sure to read the document with your parents and return the forms. If you or they have any questions regarding the forms or anything in the handout, please contact me or come by the theatre.

Again, we look forward to a wonderful year working with each of you and your parents.
Sincerely,

David Barker
Lead Theatre Director
barkerd@pearlandisd.org

COMPANY STANDARDS

All members of PHS Theatre Department are required to maintain the academic and disciplinary standards as outlined in the Student Handbook. Failure to maintain the outlined standards, may result in removal from the company. Pearland Theatre expects their company members to be leaders both on the campus and in the community. This handbook outlines the expectations of all company members involved in PHS Pearland Theatre.

SCHOLASTIC REQUIREMENTS

- Eligibility requirements are mandated by TEA and UIL Texas and can be found in the UIL Texas side by Side Manual (www.uil texas.edu)
- Company members who are failing at an official UIL Grade check are ineligible to participate in the performances. **Extra-curricular activities** as defined by the state, requires students to pass with a grade of a 70 or higher in all classes in the previous UIL grading period. Extra-curricular activities include performances and rehearsals. This is the “No Pass No Play” Texas State Law. Grade checks will be conducted by the Director, and any student not eligible for performances will be removed from performances affected. If their performance is a grade requirement, students must complete an alternative assignment at the discretion of the Director. Grades will remain as “0” in the grade book until the required alternative assignment is complete.
- Company members that regain eligibility may not rejoin the cast, as alternates as understudies will have already been placed in the show.

Performance Attendance Policy

Company members involved in productions are required to be at school at least a half day of a performance according to UIL standards. Students who opt to come late, must check in before the official attendance time as mandated by the state, or must remain through the official attendance time as mandated by the state in order to be eligible to perform for the evening performances. Company members who violate this rule will be removed from the performance that night.

COMPANY CONDUCT

Members of the PHS Theatre Program are representing the department to the school and the community. **Members should always be a positive and representative of the department. We are here to serve the school and the community, and this leads to school and community support in return.**

Expected behavior of all Company members:

- Refrain from profanity in public spaces (hallways, cafeterias, in front of volunteer parents, etc.)
- No public displays of affection
- Behave appropriately at school and when out in the community.
- Show respect to all adults (both campus and volunteers), Directors, and always respect the Stage Managers and the Technical Directors.
- Always follow all school policies including dress code and tardy policies
- Company members who leave or who are asked to leave the program for any reason during the year will be removed from the International Thespian Society roster and will forfeit the right to be a part of meetings, parties, letter jacket awards, or other events sponsored by the department.

DRUG AND ALCOHOL POLICY

Pearland ISD campuses are drug free zones. No student shall possess, use, transmit, or be under the influence of drugs and/or alcohol on school premises or at school related activities.

In addition to discipline from the administration students will forfeit their role in a show, ability to take field trip, or may lose their status as members in the International Thespian Society.

Student Misconduct /Behavior

- Any company member found harassing another student, teacher or adult will be immediately removed from all performances for the school year and will forfeit their status as members of the International Thespian Society. Students will adhere to the PISD Student Code of Conduct for terms and definitions of harassment.
- Any student found bullying another student either through social media or in person will be called in immediately for a conference with the Directors. As PISD has follows a “Bully Free Zone” policy, all threats of bullying will be taken seriously and turned in to the office. If a resolution cannot be met with the Directors, the students will be required to meet with the principal and could receive ISS or OSS for this offense.

Social Media Policy

We treat behavior on social media the same as behavior in the community or at school. Students must follow the policy of PISD located in section 8 of the handbook. Students will follow our expectations of excellence in their online behavior as well as their in-person behavior. Violation of the policy will be dealt with according to the school discipline code.

1. Private accounts are never private. People will and can find and share private conversations. Sharing others private messages via screen shot or photos should not occur as it can be considered gossip and/or bullying.
2. Any negative comments about yourself, the Department OR ANY OTHER DEPARTMENT is not tolerated and when found will be dealt with by the Directors and/or administration. This means negativity towards other students, Directors or Departments, whether at this school or other schools.
3. Social Media bullying (pictures/comments/slander) is not tolerated. Negative comments about another individual will be seen and will be dealt with on a campus level.
4. You should always remember that your Social Media status is directly linked to this Department, your Directors, your school and ultimately YOUR FUTURE.
5. If you mess up and say something inappropriate, fix it. Say “I’m Sorry” immediately online and to the people you may have hurt. Apologize in Social Media and in person.
6. Continual infraction of these rules can mean removal from the show or program. ALWAYS strive to be better people and better artists.
7. You will be required to provide all user names to the Directors and will be asked to follow and promote our program on your accounts.

AUDITIONS

Auditions for PHS Theatre productions are open to any PHS student who meets both the academic and disciplinary standards of Pearland High School. PHS Theatre has several talented and hardworking students in our program. Auditions are highly competitive, so please prepare accordingly. Students must meet standards set forth by the TEKS of Theatre Education in Texas and score appropriately on the rubric used for the audition.

It is expected that if a student auditions for a PHS Theatre show, that this show will take priority. We encourage students to learn from other artists and companies, therefore we ask our students to seek out shows that perform in the summer or the end of the school year.

REHEARSALS

Rehearsal Requirements

- Rehearsals for any production are scheduled in advance by the Theatre staff. Each cast member will receive a calendar of scheduled rehearsals. Rehearsals may be on the weekends as needed and TBA rehearsals sometimes are required. All rehearsals are required for participation. Missing 3 rehearsals without written permission will mean removal from the production. Being tardy to 3 or more rehearsals without written permission will mean removal from the production. Breaks will be taken at the discretion of the Theatre staff.
- Meals and snacks are the responsibility of the student company member; not the Theatre staff and not the parents of any company member. As such, students should bring with them to rehearsals any and all nourishment they require during the rehearsal period. Students must bring water to rehearsals as water will not be provided for students. Parents/volunteers may be asked to help prepare/provide meals for Tech Week.

Cell Phones During Rehearsals

Students will not be allowed to have their cell phones on stage or back stage during rehearsals. Cell phones found on stage will be taken and returned after the rehearsal. NO EXCEPTIONS.

Production Week Rehearsals

Rehearsals during Production Week are runs of the show and/or dress rehearsals. These rehearsals often go beyond the time scheduled due to any number of reasons. Students are expected to stay for all notes and may not be allowed to leave until the entire space is clean and ready for class/performance the next day. Students are not allowed to miss tech rehearsals for any reason other than immediate family emergencies. Students who miss tech week rehearsals for any reason may forfeit their part in the show.

Rehearsal Standards

- Students must show up with a good attitude and must work well with others. All company members are required to be present at and prepared for any assigned rehearsals, techs, dresses, shows, cleanups, and strikes. Tardy members should check-in with the Production Stage Manager and then join the rehearsal, tech, dress, show, cleanups or strike in progress. The tardy member should not interrupt any other staff member or company member when arriving late. Company members who have not arrived on-time may be called at home.
- Students will be required to SIGN IN using CHARMS/TEAM APP to all rehearsals. The Stage Manager will have access during rehearsal and will allow students to check in to all rehearsals and performances using CHARMS/TEAM APP. Failure to sign in to CHARMS/TEAM APP for rehearsal may result in absences and can mean removal from the show.
- Not every performer will be required to attend every rehearsal. Company members will receive a schedule at least one week in advance of assigned rehearsals and will receive a production schedule at the first cast meeting.

Tardy and Absence Policy

- Rehearsal time is sacred. For this reason, all absences not reported in writing to the Stage Manager 24 hours in advance will not be excused. Company members will make every effort to attend every rehearsal. The Directors always strive to work with other organizations and conflicts. Conflicts listed on the audition form will always be excused, without prior writing. Any other absences must be reported in writing to the Stage Manager 24 hours in advance. Accumulation of 3 unexcused absences is an automatic dismissal from the production.
- Students need to be at rehearsal **READY TO BEGIN** at the called rehearsal time. This means in the rehearsal space, with any prior warm up already completed. If a company member needs to be tardy, they must provide the reason to the stage manager in writing 12-24 hours in advance. Telling the stage manager an hour before will result in an unexcused tardy. 3 unexcused tardies = 1 unexcused absence. Students will check in on CHARMS at the beginning of every rehearsal. The check in station will be located with the Stage Manager and will be available for check in 15 minutes before call time.

Breaks/Downtime

Breaks are taken at the discretion of the staff and are not necessarily scheduled. Company members are required to return promptly from breaks.

At **NO TIME** during the rehearsal or performance process are students allowed to loiter or hang out in the Director's office. Students found attempting to use that space will be given one warning. After this time, the students will have to arrange a time to speak with the Directors with their parents present so they all understand the regulations of this rule. Likewise, students are not allowed to use the refrigerator and microwave in the Director's office. A microwave and small refrigerator as well as storage shelving is provided for students in the Black Box!

PRODUCTION FEES COMPANY (INCLUDING TECH)

Cast Fees

Each cast member will be responsible for a \$50 production fee. Cast members are responsible for their own shoes (Director will inform student the specifics of the shoe based on the show), makeup, and any necessary undergarments needed for the show. The fee will be due at the Director's discretion and will be used for all production expenses. This fee does NOT include the cost of the t-shirts. Company members are required to purchase shirts for the shows. Shirts are generally \$25. Families are welcome to purchase t-shirts for the productions as well.

Crew Fees

Each Tech Crew member will be responsible for a \$25.00 T shirt fee. Every effort will be made to have black show shirts for crew. Tech members should purchase a PHS tech t shirt for use in all productions back stage. Having a show shirt OR a Crew shirt is non-negotiable. Crew member will have a fee for meals during tech week.

Musical Fees

- East cast member participating in the PHS musical will be responsible for a \$130 Production Fee. The fee and costuming cost will be used for the production at the Director's discretion. The fee will NOT include cost of the t-shirt. T-Shirts are required for Company members as they help advertise our show. T-Shirts will generally cost \$25. Students will also be required to provide their own

shoes, makeup and any necessary undergarments for any show. Families are welcome to purchase t-shirts as well.

- All students participating in Musical will be required to fundraise for part of their fees or will choose to buy out the fundraisers. All monies owed for Musical will be added to Theatre Charms upon receipt of their roll.
- Each Tech Crew member will be responsible for a \$25 t-shirt fee should they choose to have a shirt. Tech members should purchase a PHS tech t shirt for use in all productions back stage. Tech Crew will contribute a small fee for meals during Tech Week.
- PHS Pearland Theatre will never discriminate students from participating due to financial reasons. Scholarships are available, and parents or students should speak to the directors about the application process. If given a scholarship, students will need to purchase a T-Shirt for the show.

PERFORMANCES

Calls & Signing-In

All company members will have set calls during Production Week. Call information is located on the final Weekly Schedule. Calls will be different for the various types of company members: actors, crew, musicians, and staff. Upon arriving in the auditorium during Production Week, all company members need to sign-in with the Stage Manager. Attendance may be taken by CHARMS or TEAM APP.

****Once a student is on campus for their designated call time, they are not allowed to leave the campus for any reason. Doing so will result in disciplinary action which can include being removed from the performance.**

Make-Up

Make up is always on a show by show basis. Each company member is required to have their own personal make up kit. Make up kits MAY be purchased by the Department, and paid for by the student, however, students may be required to purchase their own make up kit. The Directors DO NOT support students sharing make up due to contamination. Director will provide a link to where stage makeup can be purchased for each show.

Hair

Students cast in shows will be required to comply with all hair needs for the show. Students may NOT cut, dye or change their hairstyle without SPECIFIC instructions from the Directors. Likewise, students may be asked to change or modify their current hair style to fit the needs of the character. The Directors understand changing hair is a big decision and always approach the decision with care and in collaboration with the student.

Cast Meals

For most productions, meals are provided by the parents of the Company. If parents are providing the meals, you are expected to eat with the company. Our parents typically feed the company the Saturday before Tech, and Tech Week for Theatre Shows. Company is fed for all Tech rehearsals, and before every show for Musical. If the Department is not providing meals, Company members are the responsibility of the Company or family members.

Dressing Rooms and Personal Valuables

Any company member who wished to have any personal items secured during dresses, previews, or performances, may do so by giving them to the Production Stage Manager or Director prior to the dress, preview or performance. Theatre accepts responsibility for only those items left in the direct care of the staff.

Dress, Preview and Performance Standards

The staff of Pearland Theatre always expects every member of the Company to behave in a totally professional manner:

- All lines are memorized by the line deadline. Any feeding of lines during a rehearsal, tech, dress, preview or performance to another performer is unprofessional and as such, strictly forbidden.
- Non scripted/non choreographed material during the run of the show is NEVER permitted. Performance should be identical, one from the other.
- No performer is permitted to exit the dressing room area during a preview or performance (or any time when an audience is present) while still wearing makeup and costumes, unless at the director's discretion.
- The only people allowed in dressing rooms before and after performances are company members and certain volunteer parents. Alumni are never permitted backstage or in the dressing rooms.
- Only same sex Company members allowed in dressing rooms when company members are changing. All company members should knock before entering a dressing room.
- If something happens to your costume during the run of the show, it is the actor's responsibility to address it immediately with the DIRECTOR or HEAD COSTUMER so the garment can be properly cared for.

Previews & Special Performances

Often, the performances will offer a preview for junior high students. Since students will pay for this preview, we are expected to run the performance like a "live show".

Dismissal after shows

- Pearland Theatre students are required to clean up after themselves following performances. All costumes must be hung APPROPRIATELY, shoes put in the correct place, and makeup and other supplies placed in the correct place. There will be a check out procedure to ensure every member of the company is responsible for their costumes, dressing room, etc.
- All company members will preset props and clean up the stage area prior to being dismissed by the Stage Manager.
- Company members are not allowed to leave after performances until the dressing rooms and stage area are completely clean, items put away, mirrors put away and all costumes and personal items taken care of. Members must be dismissed by the Director only. No exceptions.

Strike

Pearland Theatre students are required to participate in strike. Any company member that cannot attend strike, will not receive Thespian points for the production. Not attending strike can also be detrimental for casting for the next production. **If you are required to miss strike you must speak with the Directors immediately. Excuses are on a need basis for emergencies only. You may send a family member to cover your strike IF NECESSARY.

Cell Phones During Performances

Students should not have cell phones on their personal selves during rehearsal ever. They are to be kept in their backpack or purse. Cell phones on stage will result in loss of that cell phone. Cell phones are to be turned off during performances. Students should not be texting, tweeting, or any other cell phone

activities from Places call to Curtain or ANY TIME during the show. If the Directors find students on their phones during the run of a show, the phone will be taken and returned at the end of the performance. NO EXCEPTIONS.

Concessions for Shows

ALL Company members will be asked to donate concessions for our productions. Items accepted are: canned sodas, water, pre-packaged salty treats, and homemade baked items.

8. CONSEQUENCES FOR MISBEHAVIOR OR VIOLATION OF RULES OR EXPECTATIONS

Violations that occur will follow this method of discipline, however, serious infractions may be handled differently.

1. Warning.
2. Conference with Director and a parent contact.
3. Removal from performance until standards can be met.
4. Exclusion from Theatre Events or Activities.
5. Loss of Thespian points or status
6. Serious offenses will be dealt with as outlined in the PISD Student Code of Conduct. Serious offenses warrant an immediate office referral.
7. Removal from the department including and up to removal from ITS and all activities.

EMERGENCIES

Contact Mr. Barker @979-240-4567 or Mrs. Hopper @713-302-9383. Please have all students text if they are to be late or absent for any reason. Feel free to program our numbers in your cell phone in case you need it for emergencies. We do send out group texts for reminders and that type of things

LOST & FOUND

The Director maintains a Lost & Found. Any company member looking for misplaced items should look in the lost and found box in the Black Box. Items remaining longer than a week will be given to charity or thrown away.

11. FIELD TRIPS

Occasionally, in the interest of proper theatrical research and role preparation, field trips are deemed necessary by the staff of Pearland Theatre. No company member will be permitted to attend a field trip without

- 1) Appropriate permission, as approved by the school administration, from parent or guardians and
- 2) Having seen each one of their teachers PRIOR to the field trip and making arrangements for any missed work. Students are responsible for completing their make-up work in a timely manner.

COMPANY COMMUNICATIONS METHODS

- We make every effort to post everything that is sent home with the students on the school web page. You can find the webpage through the main PHS webpage.
- All the Department communication, finances, emails, and volunteer information can be found on CHARMS.
- CHARMS is an internet-based program that organizes all Departmental materials in one place. ALL students must log on to CHARMS to set up their initial account.
 - SCHOOL ACCESS CODE: PearlandTheatre
 - INITIAL PIN NUMBER: Student ID
- Please log on and change your pin number so you can access the calendar, the finances, and all required documents. You will need to log on in order to obtain the parent signature form that is due for all students as a grade in theatre.
- YOU ALSO NEED TO UPDATE YOUR CONTACT INFORMATION SO I CAN BETTER COMMUNICATE WITH ALL OF YOU.

Instructions for syncing CHARMS calendar to your phone:

For Androids:

1. To sync with Android devices, you will need to use your Google account and have a Google calendar created. In your Google calendar:
2. Under "Other Calendars" click the Add link. Select "Add by URL" Enter the following URL:
<https://www.charmsoffice.com/charms/calsync.asp?s=PearlandTheatre>
3. Click "Add Calendar"
4. Google will begin to sync your calendar, and it will appear on the screen.
5. Click "Settings" Change the long name of the new calendar to something you will remember such as "Charms Calendar" Your phone should automatically be set to sync with your Google calendar.
6. On your phone: Click on "Calendar", then bring up the settings for the calendar. Click on Calendar Sync. You should see your google account listed already. Make sure Auto-Sync is checked.

For iPhones/ipads

1. Go into the Settings app
 2. Touch "Mail, Contacts, Calendars" *** For iPhone 8 or higher find this under Accounts and Passwords
 3. Under Accounts, touch "Add Account"
 4. On the Add Account screen, touch "Other"
 5. Under Calendars, touch "Add Subscribed Calendar"
 6. For the Server value, enter the URL of the public calendar:
<https://www.charmsoffice.com/charms/calsync.asp?s=PearlandTheatre>
 7. Touch "Next" in the upper right corner.
 8. It will verify the server then show a subscription page. Change the description if you like.
 9. Touch "Save" to save the subscription.
- All general Theatre business will take place on CHARMS. We will also use REMIND 101 and TEAM APP for every show in order to keep rehearsal info out of CHARMS.

- These will be required for all cast and crew members to log in to and use. Each REMIND and TEAM APP will contain different information, but will be in the same App.
- Team App: SHOW BY SHOW BASIS! Company members of each show MUST download the team app from the app store in order to have access to the App. Cast and Crew of each show must be on team app.
- From the App store, search Team App. Logo is green with a T in a shield. Once you set up your profile, the Director will be sent an approval, and once it is approved you will have access to all the information in the app. Calendars for rehearsal will be on team app and can be synced with your personal calendar.

PHS TECHNICAL CREW AND CLASSES

- Students enrolled in Technical Theatre classes are required to log in to their CHARMS account, just as all students in Theatre classes. Tech students are required to complete 20 hours of work outside of class per 9 weeks, in accordance to Mr. Barker's class syllabus. Students will get hours for work, donations, seeing productions, and working shows.
- Upper level Technical students are required to tech at least one show per year. Failure to do so will result in a failing grade. Students can get both letter jacket points and Thespian points for their work on shows. Students must comply with the Thespian Point system. (included at the end of the handbook)
- Tech students working on show crews MUST join both the remind for the show and the TEAM APP so they have up to date information on the production, as things change all the time.
- The vast majority of communications will go through CHARMS for all students in the classes or Department. All students must log in to CHARMS in order to complete start of school paperwork, access the calendar, and obtain receipts and other financial information.

CLASSROOM POLICIES

14.1 Course description

At Pearland High School, students can participate in nine, year-long theatre arts courses:

Theatre Production I-IV offers students the opportunity to study and apply theatrical concepts and techniques to actual productions. Attendance or participation at after school, evening and weekend events is required. Students are required to earn 20 Theatre Appreciation Hours every 9 weeks. These points can be earned in a variety of ways as outlined in the course syllabus.

Theatre I an introduction to Theatre Arts. Topics include theatre history, script structure, theatre terminology, stage movement, and character development. Performance work consists of improvisational skits, memorized scenes, prepared monologues, and content-based projects. Attendance at two home campus theatre performances (evening or weekend) per semester is required. Students are required to earn 10 Theatre Appreciation Hours every 9 weeks. These points can be earned in a variety of ways as outlined in the course syllabus.

Theatre II is a continuation of Theater Arts I and is designed for students with a genuine interest in theatre. Topics include advanced stage movement, voice and diction development, audition techniques, and character analysis. Performance work consists of memorized monologues, duets, and one acts plays. Attendance at two home campus theatre performances (evening or weekend) per semester is required.

Students are required to earn 15 Theatre Appreciation Hours every 9 weeks. These points can be earned in a variety of ways as outlined in the course syllabus.

Theatre III is designed for students with an intense interest in theatre. This course focuses on advanced voice and diction, stage movement, and character analysis with heavy concentration on acting styles, script analysis, and performance techniques. Performance work consists completely of scripted work. Theatre III students will participate in at least one production each semester. Students are required to earn 15 Theatre Appreciation Hours every 9 weeks. These points can be earned in a variety of ways as outlined in the course syllabus.

Theatre IV is a continuation of Theatre III and is designed for students dedicated to perfecting their acting skills. Topics include professional acting techniques, theater theory and criticism, and basic directing techniques. Students are introduced to theater sources for purposes of research, scripts, auditioning, education, and play attendance. Students are required to earn 15 Theatre Appreciation Hours every 9 weeks. These points can be earned in a variety of ways as outlined in the course syllabus.

Technical Theatre I is an introductory class that provides students a survey of the technical and design areas of Theatre. Scenery, props, costumes, lighting, sound, makeup and stage management will be explored. Attendance at evening and weekend theatre performances is required. Students in Tech Theatre at PHS are required to obtain 10 hours minimum of work outside of the classroom per 9 weeks.

Technical Theatre II-IV is a continuation of previous classes with more in-depth applications and hands-on experiences. Scenery, props, costumes, lighting, sound, makeup and stage management will be explored. Attendance at evening and weekend theatre performances is required. Students in Tech Theatre at PHS are required to obtain 20 hours minimum of work outside of the classroom per 9 weeks.

Classroom Expectations and Discipline

The most important things you'll need to be successful in this class are a **POSITIVE ATTITUDE**, a **CREATIVE IMAGINATION** and **SELF-DISCIPLINE**. Before we begin, we must set some ground rules.

- 1) **D**ecide to try: make a choice and take a risk.
- 2) **R**espect each other: ideas, feelings, boundaries, and turns.
- 3) **A**ct with the 3 Cs: concentration, commitment, and creativity.
- 4) **M**ove safely: control your body.
- 5) **A**pplaud each other: show audience etiquette.

Additionally, the Black Box Theatre classroom, Theatre Tech classroom, and the auditorium will always be free of food and beverage.

Supplies

Students need to bring a pencil or pen, highlighter, and notebook paper/spiral notebook to every class. Failure to have materials will result in deductions of the daily grade. Other materials are required for different classes and may include binders, hot glue sticks, crafting supplies, work gloves and other materials. Students are expected to have all supplies by the date needed.

Tardy Policies

Students are required to remain in class the first 10 minutes and the last 10 minutes of class. This is called the "10/10 Rule." Students do have 10 times in one 9-week period to leave class but no other opportunities are available to them. Use them wisely. Students are expected to be in class on time every

day. Being in the hall or the opposite classroom is not considered being in class. Students marked tardy will incur the tardy policy of PHS.

Grading Policies

Grading policies are as follows:

1. Daily grades count as 40% of the six weeks grade.
2. Major grades count as 60% of the six weeks grade.
3. While we do many different things, Theatre Arts/Production is ultimately a performance class. **EVERYONE IS EXPECTED TO PARTICIPATE AND COMPLETE EVERY ASSIGNMENT. This includes memorizing all necessary lines for performances and participating in all warm ups.**
4. Due to the nature of theatre, students will be involved in sharing oral and written critiques of both their work and the work of other students. Criticism and evaluation will always be constructive for the purpose of improving the performance.
5. Both cheating and plagiarism are considered stealing and will not be tolerated.

Make Up Work

When you are absent, it is your responsibility to find out what you missed and make it up. Students have one class day per absence to complete make-up assignments. For an excused absence, students will have a reasonable period to complete the assignment depending on the length of the excused absence. Students who fail to complete make-up work will receive a zero (0) on the assignment.

Late Work

Any work turned in by the end of school on the due date will not be penalized as being late. Work not turned in by 3:45pm on the assigned due day will be penalized per the school's requirements. In Theatre, each day late is 11 points off the grade. For projects and assignments over one week old, a 50 is the highest grade a student can receive. It is at the instructor's discretion to allow late work and will be on an assignment basis. See the Pearland HS Campus student handbook for details.

Tutoring and Conference Time.

Due to ongoing production schedules, Pearland Theatre Directors are available before and after school by appointment only. Additionally, we are available for conference with a minimum of 24 hours' notice.

PHS PEARLAND THEATRE BANQUET

You must have 10 points within the school year to be invited to banquet or be a part of any production during the school year. Banquet is held at the end of the year and is a formal occasion. We have Departmental and production awards as well as a nice dinner and dance. It is a great way to celebrate our accomplishments throughout the year.

LETTER JACKETS

- Students must have 60 points in order to qualify for a letter jacket, or successfully advance to Region in the UIL OAP competition. There are 4 letter jacket fittings during a school year and students can qualify at any of the fittings. Students must keep accurate records of their points, and the points must be signed off by the Directors in order to have your name submitted for a letter jacket. Students are responsible for purchasing their own letter jacket.
- The district has guidelines set forth as to how students in Theatre earn their letter jackets. While we follow these guidelines, our company members follow the Thespian Point System, which allows

us to keep track of both Thespian points and letter jacket points without making the company fill out more paperwork. District Letter Jacket guidelines can be found on our CHARMS page.

THE PHS THEATRE AND THESPIAN ORGANIZATION

The Pearland Theatre Organization is a student run drama club that exists to support Pearland Theatre and to provide the students with both a social and artistic outlet. This is a National Organization and is recognized by colleges as such. Meetings are held monthly where students can obtain membership folders in order to log their points and hours earned in Theatre. Folders should be maintained each meeting in order to successfully earn points toward letter jackets and Thespian Membership.

Thespian Meetings

Thespian meetings will be held monthly in the PHS Black Box. Our board members will preside over the meetings and the distribution of points folders. The Director must sign off on all points monthly in order to receive credit for them.

Texas Thespian Festival

Any student enrolled in Theatre or Tech Theatre may attend the yearly trip to ThesFest. Costs are the responsibility of the company member attending. Students can do fundraisers or pay themselves in order to attend. Deposits and payments must be made in a timely manner. Once a student registers, their registration is non-refundable.

Thespian Induction

Any student earning 10 Thespian points may apply for induction into the International Thespian Society. Membership dues are \$35. Induction is held every year, in the Spring, and students are required to pay for the induction and any extra pins prior to induction. Students must keep accurate record of their points by attending meetings on a regular basis. Each active thespian must attend induction in order to receive honors, pins, and points awards, as well as learn the new officer board for the next year.

Seniors/Honor Cords

Seniors wishing to earn honor cords must attend at least 3 meetings, be involved in one production, and be a member in good standing. Students can be inducted and earn honor cords in the same year, provided they have met the other guidelines.

Official Pearland Theatre Thespien Point System

Thespien Honor Rank Summary (see the <i>Thespien Troupe Handbook</i> for details)		
points earned	Thespien rank	Honor may be signified by...
10	Thespien	Thespien induction. Membership certificate and induction pin awarded.
20-50	1- to 4-star Thespien	I-guard and 1 to 4 stars are added to induction pin. 1 to 4 paper stars are added to membership certificate.
60	Honor Thespien (5-star Thespien)	All stars removed from guard chain. Honor Thespien guard replaces "I" guard. Paper honor bar added to membership certificate.
70-110	6- to 10-star Thespien	One point star added to guard chain for <i>each</i> additional 10 points earned.
120	National Honor Thespien (11-star Thespien)	All stars removed from guard chain. National Honor Thespien guard replaces Honor Thespien guard.
130-170	12- to 16-star Thespien	One point star added to guard chain for <i>each</i> additional 10 points earned.
180	International Honor Thespien (17- star Thespien)	All stars removed from guard chain. International Honor Thespien pin replaces National Honor Thespien guard.

*****Point charts can be found on the Charms page, on the Theatre Web Page and in both the Black Box and Mr. Barker's Room.***