**TWHS THEATRE TROUPE 1053-Thespians**

**2018-2019 BI-LAWS**

**I. Name, Purpose and Mission**

A. The Woodlands high school Theatre is an organization governing the extracurricular and co-curricular activities of the TWHS Theatre arts program.

B. The mission of the TWHS Program is to make a positive impact on the lives of

its student by presenting quality live theatre to the community, providing theatrical performance

opportunities for students at TWHS and educating students and enriching lives through the study,

performance, and appreciation of the Theatre arts.

**II. Membership Eligibility**

A. Any TWHS student may join the 1053 Thespian Troupe by:

Completely filling out the appropriate forms and paying the membership dues as stated in the membership instructions. ***NOTE: Only after the students reaches the requirement minimum hours of participation may they be inducted into Thespian troupe 1053.***

Membership information can be found on the TWHS THEATER website.

B. The director(s)-lead by the department chair, reserve the right to annually reevaluate the membership eligibility requirements and change as needed in response to the changing needs of the organization.

**III. Conditions of Removal and Reinstatement:**

A. A student will be temporarily inactive from the troupe if he/she receives a grade of 70 or below in any

course on the previous six-week’s report card. AP, PreAP and Dual Credit courses are exempt from this

requirement per UIL rules. The student may be reinstated after three weeks when the following

progress report demonstrates adequate improvement per UIL rules.

B. A student will be removed temporarily or permanently from the organization if he/she is involved with a disciplinary action from the TWHS Administration. This will be evaluated by the department chair on a case-by-case basis***. The department chair has the right to completely ban a student from the organization if the infraction(s) are found to be egregious enough to merit a permanent removal***.

D. A student may be removed for behavior during rehearsal activities that is continually distracting or

disturbing to others. The student will be warned of impending removal, prior to it being finalized, and

given the opportunity to self-correct. If distractions persist, removal will occur. The director(s) of that production reserve the right to decide whether or not the student will be reinstated and under what conditions.

**IV. Policies Regarding Department Productions**

A. A member of the Department is not automatically a participant in productions. In order to participate in a Department production, a member must:

1. Audition for the cast and/or interview for the crew

2. Attend after-school rehearsals as required by the director

3. ***Agree to follow the production contract created for that unique production and have a parent sign***

***the production contracts.***

B. A student may be removed from a Company production if he/she:

1. Is removed from the organization for a reason listed in Article III. If a student is removed from the

production because he/she is removed from the organization, the director of the production is not

obligated to reinstate the student into the production, even if the student is reinstated into the

organization. (Note: The general policy is that once a student is out of a production, he/she remains

out, except in the extremely rare case where a lack of personnel for a production demand that we

reinstate the student into their original role.)

2. Has more than one unexcused absence, three excused absences or three unexcused tardies from rehearsal.

3. Fails to abide by tproduction contract. Each production will have a rehearsal schedule and

guidelines for attendance that each participant will sign acknowledging that they will comply.

4. Has excused absences that have accumulated to an excessive amount (to be determined by the

director based on: reason for absences, the size/demand of the role, the student’s preparation for the

role, and amount of rehearsal time left.)

**V. International Thespian Society**

A. Only students who have met the requirements can join The Woodlands high school International Thespian Society Troupe 1053

B. Company Members may earn thespian points in accordance with the guidelines set forth by the

International Thespian Society and the director(s).

C. Students wishing to transfer points from other Thespian Troupes must provide written proof from

their previous director.

D. Students not already inducted into the Thespian troupe are considered “apprentices” until they earn

enough points to be inducted.

**VI. Letter Jacket Criteria**

A. Letter Jackets may be earned by Theatre department members in the manner stated below. These

guidelines are set by district policy. Changes to district policy will supersede this document.

 To earn a Letter Jacket in Theatre, a student must:

1. Meet all T.E.A. academic requirements

2. Be a member in good standing of the Theatre Program. Students wearing letter jackets

represent more than their own individual achievement. Any student committing a serious

offense as described in the Conroe ISD Student Code of Conduct, or the organization by-laws,

which may bring disrepute on the organization, school, or district, may have to forfeit the letter jacket

if the offense occurs at any time during the remainder of the student’s high school career.

3. Be enrolled in and/or completed an “upper” level Theatre class, e.g. Theatre 2,3,4; Technical

Theatre 2,3,4; Theatre Productions.

4. Acquire the appropriate amount of Thespian points set by the Troupe Director.

5. Have recommendation of the department chair or directors.

6. Must remain an active member of the Theatre department and the Thespian Troupe.

**VII. Theatre Company Officers**

1. Student officers will be elected at the end of the previous school year to preside over the Thespian Troupe during the current school year. The officers, their qualifications, and responsibilities are as follows:

1. **President** must be an inducted Thespian, an upperclassman (preferably a senior) enrolled in an upper level theatre class and at least one-year experience in the Thespian Troupe. The President’s primary duty is to provide leadership to the officers and coordinate all Company activities. Other responsibilities are:

* Leads officer and thespian meetings
* Represents Troupe 1053 at the Student Officer Council
* Maintains order in the department
* Leads induction of new members and oversees the Banquet
* Attends Booster Club meetings as a student representative.

2**. Vice President** of Thespians must be enrolled in a theatre class and have been inducted into the

Thespian troupe and at least one-year experience in the Troupe. This officers primary duty

is to educate the members about Thespians. Other responsibilities are:

* Co-leads officer and thespian meetings
* Recruits and communicates with the eighth and ninth grade students
* ​Managing Officer Meeting agenda
* Organizes troupe banquets

3. **Press Secretary and Webmaster of Communications** must be an inducted Thespian, enrolled in a theatre class and have at least one-year experience in Troupe. This officer’s main responsibility is to organize and create a form of communication that will be open to all members. This officer will also be

responsible for the call board communications and announcements for the club. Other responsibilities are:

* Maintains the website and social media.
* Updates the website and social media, with information, pictures, videos, and other important media.
* Promotes department shows and events through the website and social media

4. **Recording Secretary of Membership** must be an inducted Thespian, enrolled in a theatre class and

have at least one-year experience in Troupe. This officer’s main responsibility is to keep records of

membership and attendance at all Troupe Meetings. This officer must ensure that all members adhere

to the TWHSTHEATER by-laws to maintain membership and communicate with members regarding their

membership standing if necessary. Other responsibilities include:

* Maintains an accurate list of thespian points for each member of the department
* Maintains the Information Board in 145

5. **Inter-Troupe Developer** must be an inducted Thespian, enrolled in a theatre class and have at

least one-year experience in Troupe. This officer’s primary duty is to organize, with the help of parent

volunteers, activities for the club. Other responsibilities include:

* Promotes Department events
* Coordinates monthly events and activities for the department.
* Recruits new members
* Liaison to CISD Theater Departments

6. **Historians (2).** These officers must be an inducted Thespian, enrolled in a theatre class and have

at least one-year experience in Troupe. The Historians’ primary duties are to keep a historical record

of Troupe activities. Other duties are as follows:

* Promotes the department at Parent Nights, Kilt Camp, Orientation, etc.
* Creates the department scrapbook
* Works with the Webmaster to update the website and social media with pictures
* Documents all meetings and events.

8. **Community Outreach Officer** must be an inducted Thespian, enrolled in a theatre class and have at least one-year experience in Troupe. This officer’s primary duties are as follows:

* Markets the department to various community programs
* Promotes the department in conjunction with the Press Secretary
* Represents the department at all community events

**B. Criteria of office:**

1. All officers must be enrolled in a theatre class the entire school year in which they serve.

2. Be present and active at officer meetings, Theatre department meetings, and Theatre department

activities.

3. Maintain high ideals of leadership and character ***at all times*** in the school and community.

4. Have earned a minimum of 40 thespian points.

5. Represent the program by treating fellow officers, classmates, teachers, parents and directors

respectfully.

6. Never earn anything lower than a 70 for any six weeks or semester. Such grades place you on probation. A second 69 or lower warrants dismissal as an officer of the Theatre Troupe.

7***. Never create or be involved in any disruptive or illegal situation (including the use of alcohol or***

***illegal drugs) within the school or community environment. Such behavior warrants dismissal as an***

***officer and removal from the program with possible removal of Thespian points.***

9. Fully participate in all scheduled theatre functions.

10. If an officer is no longer able to carry out his/her duties effectively, the director(s) and the department chair, may vote on a replacement officer***. It is not necessary for the full company to vote on this issue.***

**VIII. Alterations and amendments to the Company Bylaws.**

A. The director(s) may make amendments to the Company Bylaws at any time during the school year so

long as the amendments do not change the original intent of the bylaws. Members will always be made

aware if amendments are created.

B. The director(s) may reevaluate the Company Bylaws annually and make alterations.