

**ANGLETON  
WILDCATS**



# Theatre Department Handbook



For Students and Parents

**2025/2026**

**SEASON**

**THE PLAY THAT GOES WRONG**

**CHICAGO**

**UIL ONE ACT PLAY**

**RICHARD III**

**CHILDRENS SHOW**

**LEGALLY BLONDE**

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## INTRODUCTION

Section I – Structure A. The name of this organization will be the Angleton Theatre. The Theatre program is an integral part of the total school experience and participation is considered a privilege, not an expectation. The policies, procedures and regulations in this handbook are in compliance with school board policies and administrative procedures. They are designed to provide for successful experiences for students and the efficient operation of the Theatre programs. This handbook supersedes all prior publications governing AISD Theatre programs and shall be used by all principals, directors, and members in grades 9-12. Its purpose is to help answer student/parent questions and be a guide for defining the procedures of the organization. You, the member, are accountable and responsible for all guidelines contained within this handbook and for any additions that your respective director might add.

## PURPOSE

The purpose of the Angleton High School Theatre Handbook is to provide parents and students with a resource to which they may refer regarding theatre procedures and policies. The handbook provides students with standards, expectations, and information to help them have a positive experience in the AHS theatre program.

## MISSION

Everyday we create and maintain the highest quality theatre program that provides opportunities both acting and technical theatre. The theatre department's main goals are:

- To meet and exceed the standards of AISD and theatre TEKS
- To provide a solid training foundation for acting and technical arts
- To develop an appreciation for the performing arts as a discipline that can apply itself to working opportunities in every career
- To create a disciplined artist with critical thinking skills, a strong work ethic, and excellent communication skills.
- To develop the ability to offer and accept critical evaluations and critique in a constructive, positive manner that encourages growth

## DEPARTMENT VISION

graduate confident young adults, who are prepared to take their training they have garnered here, and apply it to every application in their lives, whether artistic or not.

WEBSITE : [www.Angletontheatre.com](http://www.Angletontheatre.com)

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The Theatre is governed by this constitution, which serves as an operating tool for both parents and Theatre members. It must be understood that as a member of this program, the student becomes a representative of the Advanced Theatre/Theatre programs, Angleton High School, and the Angleton Independent School District. Since members have elected to become a part of this organization, participation and membership is a privilege, not a right, and must be taken seriously and respected. All members and their parents are expected to read this constitution, and a signed contract must be turned in with both the member's signature and the parent's signature acknowledging acceptance and understanding of its contents.

Section III - Director A. The Director of the department is the leader of the Theatre and Theatre program. B. It is their responsibility to oversee and approve any and all activities to include, but not limited to: booster, directing duties, administrative duties, fundraising, performances, costumes, appearance, competition, travel, etc.

The Director will be involved in all processes and decisions and will hold the authority to make decisions regarding membership, performance, participation, etc.

If and when any situation may arise which involves discipline, behavior, or conduct issues both inside and outside of the program, the decisions regarding membership will be final and non-negotiable.

Since the Director is directly responsible to the principal, and the district for the welfare of the organization, she shall have the authority to make any decisions necessary for the welfare of the organization. - Any action that needs to be taken concerning a situation not covered by the Constitution, or in extreme cases, in contrast to stated policies, will be the responsibility of the Director with consultation from administration, when available.

## **Constitution**

### **Section IV – Audition Requirements & Procedures**

**A.** Any student who plans to audition for JV or Advanced theatre must fulfill the following requirements:

- Must be in the 8th, 9th, 10th, or 11th grade at the time of auditions.
- Must attend the mandatory audition meeting with parent/guardian. Must have met at least one or a combination of the following pre-requisites:
- Maintained an average of 70 or higher in all courses from the previous semester. - An average of 70 or higher for the 6 and/or 9 weeks prior to auditions. (depending on date of auditions) - No “U” in conduct for any 9 weeks of the current year prior to auditions. - No assignments to ISS/CATS or other disciplinary/alternate placement.
- E. All prospective members must attend and participate in auditions. The director may handle, on an individual basis, circumstances preventing a candidate from participating.
- F. Members planning to return will be required to complete the audition process including the mandatory meeting, paperwork, performance, etc. - The returning member candidate must meet the same audition requirements as new candidates in order to maintain membership.
- G. Grade and conduct marks may not be changed to make candidates eligible.
- H. Each student shall be judged on the basis of Theatre skill and ability and other related areas, such as work ethic, character, and integrity. They will also be evaluated on their character based on their observed actions. The director has final decision on new and returning members.
- J. A student transferring from another school, who is a member of another Theatre/Theatre and is in good standing may be accepted as a member of the Theatre at the director’s discretion if the class has not yet met it’s max capacity for the year, and/or appearance or technical help with UIL OAP. The student must be capable of completing all skills that were present from Theatre auditions and all other requirements met.

## Section V- Advanced and JV Membership Requirements /Behaviorial Expectations

- A member's Theatre year begins on the day the member is officially announced/selected and continues until the end of the following school year, provided they maintain membership in good standing and are not removed and/or resign. - Example: The new Theatre member is selected and announced May 2026. She/He will be considered a member of the Theatre until the last day of school, in the school calendar year 2026-2027. This also includes camp and international Thespians. Members are required to audition yearly to maintain their position in class.

Each member is expected to abide by all rules and regulations set forth by the constitution, department handbook. The director shall uphold the rules and regulations of AISD policy to the highest standard at all times.

Members are to represent the Theatre in a socially appropriate manner at all times. The only Public Display of Affection permitted is that of holding hands side-by-side.

- All other PDA will be considered inappropriate. - NO PDA is ever allowed in costume. - Pictures may be taken in a platonic fashion as a brief "side arm wrap" - Theatre are expected to speak appropriately and respectfully to Theatremates, officers, and the director and all faculty and staff. "Yes/No Ma'am/Sir" and "Please/Thank You" etc.

Cell phones, i-watches, and all other communication devices are not permitted at any event or rehearsal. Cell phones heard, seen, or in use may be confiscated and potentially turned into administration, as a practice or event is an extension of the school day. – The Director may permit an officer and/or parent volunteer to retain a cell phone at specific times to use strictly as communication with the Director.

Maintaining a higher standard of conduct will also include ensuring that theatre student member websites, and chat groups are appropriate. The internet is a worldwide, publicly accessible form of communication. Any communication appearing on the internet is public domain, even if it is marked private. Members are responsible for their personal websites, chats, and postings, as well as posting f

rom or on other students' websites. The areas of appropriateness will include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses, clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that could be interpreted as being negative or threatening towards or a representation of student, AISD teachers, staff, theatre students, or that demonstrate poor sportsmanship or a disrespectful attitude towards other theatre people in our department, and other groups.

- Students are expected to be on time and prepared to work. This means they come into their classroom or area, and find a seat with their charged laptop.
- Cell Phones are not to be present on School property.

## TEXAS HOUSE BILL 1481 - CELL PHONE AND PERSONAL DEVICE LAW

HB 1481 prohibits the use of cell phones and personal communication devices in all areas on campuses during the entire instructional day, including in cafeterias, hallways and restrooms.

### **Prohibited devices include:**

- Cell phones
- Personal tablets or laptops
- Smartwatches or wearable communication devices
- Paging or radio communication devices
- Earbuds and headphones
- Any other device capable of communication, recording or wireless transmission
- Student use of any personal telecommunication or communication-capable electronic device is **prohibited** during the instructional day.
- Students may bring devices to school, but they **must** keep devices powered off and stored out of sight (ex. in a backpack or locked in an athletic locker) during the instructional day. Their phone may **NOT** be on their person.
- Devices are not to be used during school hours, which include transitions, lunch, restroom breaks, and passing periods.
- Campus principals are authorized to use discretion in permitting student use of personal communication devices in emergency circumstances.
- Students may not take their device to the restroom.
- Violating the rules will result in disciplinary action, including confiscation of the device. Confiscated phones will be securely stored until picked up.
- Refusal to hand over a device will result in disciplinary action per the Angleton ISD Student Code of Conduct. Students may not have their cell phones on their person, at all. This includes rehearsals. After 3PM, if a student needs to use the phone, they may step outside for the call, but then it is to be put away until the student leaves campus.
- We are awaiting guidance on usage during extended trips. Cell Phone rules will apply to all Day Field Trips.

- No student will be allowed to utilize the dressing rooms for restroom breaks, or socializing. Students are expected to utilize general population and nurse area restrooms. Students will only be allowed to access dressing rooms during production tech and performance.
  - Any technician or Acting student caught with, holding, and/or storing vaping or drug materials will be subject to the Angleton ISD board guidelines. This will be considered a violation to the department and honor code of Thespians. Any student caught with tobacco/nicotine/thc vaping products will be removed from the department, extra curricular roles, and duties.
  - No food or gum. Water, tea, or any non-sugary drink is acceptable.
  - Dress appropriately for all classes. This means bodies are covered, so there are no accidents, and movement clothes are encouraged. Students will not be excused from activities based on dress. Dress code is expected to be followed, and will be enforced.
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- Any student displaying behavior that contributes to any inappropriate, dangerous, or unsafe situation will be removed from the dept.
  - Safety is paramount. Students may not utilize the shop, or tools without supervision. Students must check out tools to be used, and turn in tools to Mr. Risoldi, when done. The student signing out a tool will be held responsible for said tool. If Tools are checked out by student and not returned, the student who is listed as the checkout will incur a fine. Technical students are responsible for weekly shop cleaning that are appointed by Technical Director and shop manager.

Maintaining a higher standard of conduct will also include ensuring that theatre student member websites, and chat groups are appropriate. The internet is a worldwide, publicly accessible form of communication. Any communication appearing on the internet is public domain, even if it is marked private. Members are responsible for their personal websites, chats, and postings, as well as posting from or on other students' websites. The areas of appropriateness will include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses, clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that could be interpreted as being negative or threatening towards or a representation of student, AISD teachers, staff, theatre students, or that demonstrate poor sportsmanship or a disrespectful attitude towards other theatre people in our department, and other groups.

All grades will be checked and recorded immediately after the closing of each nine-week period.

Any member who makes a failing grade in a nine-week period is ineligible for Theatre performance activities for the period of time defined by the "No Pass/No Play" guidelines in UIL.

There are fees associated with productions that are used to buy consumable supplies specific for each show. Checks can be made out to AHS Theatre Booster or AHS Theatre Activity- depending on which entity is producing.

- Extracurricular Fees
- All theatre students are encouraged to purchase a Theatre T-shirt. This shirt will be worn to performances, field trips, etc.
- Students are responsible for travel unless specifically stated by district.

Please include a driver's license and a phone number on all checks.

The Theatre Department will provide several field trip opportunities that will require a fee to cover costs. These trips are OPTIONAL. Check the website for more information on these trips as they are scheduled.

***\*SPECIAL NOTE: Scholarship funds are available for students whose families are in financial hardship, so that they may still participate in theatre activities. NO STUDENT will be turned away because they are unable to pay a fee. Speak with Mrs. Williams for more information.***

## Fundraising

### Fundraising Guidelines

- All fundraising done by both Boosters and AHS Theatre Activity will adhere all Angleton ISD policies and procedures.
- All Activity fund money raised belongs to the AHS Activity Fund and cannot be refunded for any reason.
- Students are responsible for any product being sold once it has left the theatre room.
- Problems with a fundraiser: If any arise, please report to the theatre director within 24 hours of conception, in order to troubleshoot the issue.
- Students are responsible for delivering products to the ordering customer.
- All fundraising money must be collected when the order is taken or product is given. Fundraising money must be turned in by the predetermined due date.

**Theatre, Technical Theatre, Musical Theatre, Production Classes**

- If a student receives and distributes a product to sell and something happens to the product (lost, stolen, damaged, etc.) the student IS financially responsible for the value of the product.
- Receipts will be issued for all monies turned in. Students should keep this as their record of payment.
- Students are responsible for money that they carry and should turn in cash as soon as possible. Please DO NOT carry cash around campus.
- Students, because you are responsible for items, please make certain you have your parent's permission to buy items.
- Fundraisers in which students check out a product to sell, must be paid for within one week of the conclusion of the fundraiser. Failure to do so will result in an office referral for theft.

**Insufficient Funds** - District policy states that AHS organizations are not allowed to accept checks from any individual who has had at least one check to district that was returned for insufficient funds. Cash or money orders can be accepted in this instance.

## *Statement of Financial Policy*

It is the philosophy of the Angleton High School Theatre Department that no student should be denied the privilege of participation due to financial hardship. For options in meeting financial obligations, parents please contact the director.

- Actors are responsible cleaning after each rehearsal period. Two actors are appointed group leaders each week.
- Students, Show respect for your classmates and encourage them to succeed.
- Language and material must be school and dept appropriate. Profanity and obscene gestures are prohibited.
- No talking during instruction.
- Any student wanting to travel on a field trip must be approved by the director, and in good standing academically, and in the department.
- Students must maintain proper social media presence, as you are a representative of the department and district.
- Both parents and students are expected to display appropriate behavior at all shows and functions that represent AHS.
- Abide by our agreed upon social contract, per class and show.
- Respect the physical space of your troupe members. No “rough housing,” inappropriate public displays of affection, expressing uninvited, inappropriate intent, sharing inappropriate social content, and gossiping. These behaviors may have you removed. According to TEKS guidelines, being a part of theatre is a privilege, not an expectation. Any s t u d e n t who violates behavioral, ethical, and work expectations will be dealt with within the guidelines of Angleton ISD policy, and dept policy. They will also be asked to resign their position from current department, and show.
- Any student found to be in contradiction to the honor code, for inappropriate behavior, and whose actions are behaviorally questionable, will be removed from the department, and removed from any role in which they have been cast or placed in. Any monies paid will not be refunded.
- Any truly egregious behavior may result in removal from the department. Theatre is a privilege, not a right. Students may be placed on a probationary period, at Ms. Williams’ discretion, in compliance with AISD policy.
- Any student found in violation of District and department policy during a trip will be expelled from said activity, and must be picked up by parents, at the family/guardian expense. They will be expelled from dept, and any extra curricular activity within the dept. Students who spend time in ISS, OSS, DAEP, CATS will be assessed as to their position and participation within the department, and any current show or trip.
- Students **must be passing** classes in order to participate in extra-curricular activities. Students may not have absences in other classes, and just attend theatre. This will affect your placement.

## *Digital Citizenship*

Maintaining a higher standard of conduct will also include ensuring that theatre student member websites, and chat groups are appropriate. The internet is a worldwide, publicly accessible form of communication. Any communication appearing on the internet is public domain, even if it is marked private. Members are responsible for their personal websites, chats, and postings, as well as posting from or on other students' websites. The areas of appropriateness will include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses, clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that could be interpreted as being negative or threatening towards or a representation of student, AISD teachers, staff, theatre students, or that demonstrate poor sportsmanship or a disrespectful attitude towards other theatre people in our department, and other groups.

Any such incident will result in review by the principal (or designee) and may lead to probation, or dismissal from the theatre department and thespian society

- If a violation occurs that is deemed to be of a more serious nature, including but not limited to assault, threats, bullying, inappropriate behavior, negative gossip, and/or foul language, or a series/pattern of violations, the student may be subject to a higher level of discipline as determined by the director and school administration. This also applies to inappropriate discussion, threats, harassment, or violent language that pertains to, or concerns any Angleton ISD employee.

## *Due Process*

All Angleton ISD students are entitled to due process in accordance with AISD guidelines. Our goal as a staff is to ensure that all students are treated fairly and equitably. Please contact each perspective director for any issues within their teaching arena. Please bring departmental issues to my (Ms. Williams) attention. I will work with you to resolve problems. If I cannot solve the issue, we will involve the administrative staff, and begin our way up the chain of hierarchy. If they cannot resolve issue, then the principal will become involved. There are always things that go straight to the top, but those things do not involve things that can be easily fixed. It does your student or staff no favors by circumventing a call or email with the instructor by going “over their head” for an issue that may be a simple misunderstanding.

## *Daily Supplies /Assignments*

All Theatre Students need to bring to class everyday:

- **Charged** Laptop
- Black or Blue ink - No pencil for writing
- Pencil for blocking
- Composition notebook or sketch book for journal purposes
- Assignments must be typed. **Handwritten work will only be accepted for journal purposes**
- **Production classes** please bring a yoga mat

## *Extra-Curricular Guidelines*

### **Theatre, Technical Theatre, Musical Theatre, Production Classes**

Participation in extra-curricular activities is optional for Intro to Theatre I-IV students, and mandatory for production classes. Even though they are optional, they are strongly encouraged for any student in these classes wishing to audition/apply for advanced theatre courses in the future.

However, If a class performance has been assigned, it is mandatory that the student participate for a grade. All students are to attend AHS productions, and will given opportunities to attend free performances. Schedule conflicts

are expected to be avoided, as the calendar is available on the website, at the beginning of the year.

Students receive grades for participation. Students are required to perform production hours for each show. Actors are expected to perform 6 hours of production in addition to their acting responsibilities. Technical students are expected to complete 8 additional hours every nine weeks.

### **Theatre Production, Technical Theatre Classes**

Participation in extra-curricular activities are required in the Production Classes. Students audition to earn a spot in these classes. Therefore, it is assumed that they desire to take part in extra-curricular theatre. Each director has specific requirements for extra-curricular participation. However, it is stressed that participation in extra-curricular theatre is a privilege, not a right. You, the theatre student, and your parents, are accountable and responsible for all policies contained within this handbook and for any additional ones that your respective directors might add. The Director of theatre reserves the right to remove a student from extracurricular activity, if a student violates the honor code brought forth in this handbook.

### **Thespian Troupe / Drama Club**

Any student at AHS is eligible to join the Thespian Club. Only consistently participating Theatre student may earn points towards being inducted into the Thespian Troupe by participation in the Troupe/Club activities and shows. Only active Theatre department students are also eligible for formal induction into the Thespian Troupe. This is decided by Ms. Williams. This also includes Letterman Jackets. A letter in theatre may be earned by winning District UIL OAP. It may also be earned with two years of consistent service within the Thespian organization, as well as the department. Students may not receive a letter for being in theatre class. They must be ACTIVE members of the Thespian club, attend meetings, functions, and be active in production for shows. Ms. Williams will make the final decision regarding participation level.

Thespians is an Honor Society. All students must be in good standing academically and departmentally. This is decided by the Director. Only students who are competing, and working within the department will be invited to attend Texas Thespians, in Grapevine/Corpus, and International Thespians. Preference is giving to Seniors, Juniors, and Sophomores, in that order. Freshman are invitation only for thespian convention.

Thespian officers are held to a high standard of excellence. They are expected to assume a leadership role, with honorable intentions. They will assist the director in organizing membership, induction, activities, and banquet.

The Thespian troupe will use the National bylaws as their guide, and also agree to be led by the director of theatre to help create secondary bylaws that

fit within the department dynamic

## *Grading Guidelines*

**60% Formative which includes:** class participation, group work, and daily work

**40% Summative which includes:** performances, projects, tests, major group work

### **Make-up work Policy**

If you are absent when a performance is due, your group will perform. If we are still on that particular project when you return to class, you will be able to perform that day. Performances are considered formal assessments. If it is an individual performance or project, you will be able to schedule a time to perform or present before or after school within the AISD guidelines for makeup work for absences.

### **Late Work Policy**

Only one late production paper will be accepted per nine weeks.

Late work and make-up performance work is accepted within 5 school days of the original due date. Major projects and performances must be made up with an appropriate written assignment or other agreed upon task.

Students who receive a failing grade on any evaluation or assignment have the opportunity to re-do the assignment, within five school days of receiving the assessment of the assignment. Re-teach/Training opportunities will be provided at tutorials before school. Please note, the room is not intended as a gathering place. Students may not “hang out,” in any theatre room, or shop, before school, or after. The spaces are intended for scheduled thespian time, rehearsal, education, and tutorials.

### **Missing Work Policy**

We are required to place a zero in the gradebook until the student’s work is completed

# Eligibility

All AISD Theatre programs adhere to the eligibility rules and regulations as stated by TEA, UIL, and AISD. Some theatre activities are designated as extracurricular. Students participating in these activities are governed by eligibility requirements. A student shall be suspended from participation in all extracurricular activities sponsored or sanctioned by the school district during the nine-week period following a grade reporting period in which the student received a grade lower than seventy in any class. Loss of eligibility does not take effect until seven days after the end of the reporting period. Ineligible students are not suspended from practice or rehearsal of extra-curricular activities. The student is not suspended from participation during the period in which school is recessed for the summer or any other vacation time.

Students may regain eligibility under certain circumstances. If a student has been suspended as a result of failing, he/she may regain eligibility by passing ALL courses in the third week of the affected grading period. Reinstatement of eligibility would occur seven days after the three-week progress report period (see TEA/UIL Side by Side).

Activities that are considered curricular components of any course are not affected by the eligibility law. Examples of these activities are all rehearsals and performances that take place as a regular extension of classroom instruction. Any performance that is competitive in nature or for which admission is charged is deemed extra-curricular.

If a student fails during a production, they will defer their role to the understudy, or actor chosen by the director of that show. Once they are passing, they will not be allowed to resume their role. The role would be assumed by the understudy.



## *Auditions*

Auditions for involvement in extra-curricular activities are announced at least two to three weeks before the beginning of the production schedule.

### **Audition opportunities include (During average Theatre Season times)**

- Main stage musical – school wide eligibility
- Fall Show- Enrollment in a theatre class to be eligible
- UIL one act play – Enrollment in a production class to be eligible
- Spring Show- Department oriented
- Childrens Shows- JV and Advanced
- Other Extracurricular Shows- It is a show by show basis

### **Casting Criteria**

- Grade eligibility for performance (see eligibility page)
- Attendance and participation at auditions and callbacks
- Appropriateness of student to the role and emotional ability to perform the role
- Student's ability to attend rehearsals and performances
- Student's class behavior
- Parental Behavior
- Actors are required to fulfill six hours of production work for each production they are cast in
- Technical students will have after school tech hours to fulfill
- Casting decisions can sometimes be difficult to experience. The director will always discuss a student's production situation in regards to that student's growth, and future opportunities that are available. Educational casting will always be done fairly, in an ethical and equitable manner. Casting will follow the high standards and procedure set forth by Angleton ISD.

### **Casting/Class Level Placement**

While some casting and Class level decisions are hard to accept, they must be. Casting in educational theatre is a fair and equitable undertaking, and in no way involves a personal agenda or endeavor. While I am always happy to discuss with a student what they can do when auditioning next time, I do not discuss the reasons why one student received a role instead of them. It is important that we support emotional and academic learning and growing by letting them experience the high and lows that come with these decisions, and allow students to self-advocate in a safe environment.

## *Rehearsal Expectations*

### **Rehearsal Guidelines**

- Attend all rehearsals for the entire time called, unless stated on the conflict sheet at the time of auditions
- Sign up for remind 101
- Technicians and Cast are required to adhere to a show contract
- Be on time and ready to work at every rehearsal
- Stay in the designated area for rehearsals and watch or work quietly
- Rehearsals are closed to friends or other students, not in the production. Parents are always allowed to drop in.
- An actor should always bring a pencil and highlighter.
- Using a cell phone without permission during rehearsal, are grounds for dismissal.
- Technicians are required to clean shop, prepare stage for the next day rehearsal and class. The stage is to be swept everyday, before and after, rehearsal.
- The stage is to be mopped once a week, or when build is cleaned.
- Technicians will keep the outdoor patio area organized to department standards.
- A magnet is to be used every day, during set build.
- Tools are to be checked in and out. Students are responsible for any lost or misplaced tools that they have checked out.
- Actors are responsible to clean auditorium, stage, and props, every rehearsal.
- Personal props are the actor responsibility.
- Actors will receive a union break 5 for every 55 minutes.
- Call Sheets are posted near the acting room.
- Lines memorized by/ or before due dates.
- Dress in appropriate rehearsal attire (i.e. DANCE CLOTHES WHEN NECESSARY, REHEARSAL SKIRTS AND/OR SHOES, etc.).
- Food is never allowed on stage.
- Students are allowed two unexcused absences – an unexcused absence is **any** absence in which the Stage Manager and Director has not been given at least 24 hours notice. After two unexcused absences, the actor will be replaced by an understudy.
- Actors must never assume the stage manager or director “just know” they must be at another location i.e. job, game, etc...

- Students **MUST NOT** leave the rehearsal space at any time without permission. Please wait to be excused.
- Rehearsals are scheduled Monday thru Thursday from 3PM to 6PM, unless stated otherwise. Any exceptions to this will be given proper notice. Saturday rehearsals will only occur, if needed.
- Any student who breaks AHS's or Thespian honor code will be removed from a show, possibly from Department.



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- Any student who breaks AHS’s or Thespian honor code will be removed from a show, possibly from Department.

## *Conflicts*

When a student is involved in more than one school activity that occurs outside of school time, conflicts may occur. Students must check event calendars for all of their scheduled AHS activities for conflicts as soon as dates are available. The student must notify all parties (Theatre director, parents, coaches, employers, sponsors) when there is a conflict so that there is time to determine how to handle schedules. As long as students communicate within a workable timeframe, there is always a solution within a compromise that works for everyone involved.

## *Performance Expectations*

- Cast and Crew are required to report on time for dress rehearsals and performances when they have call
- Cell Phones are not permitted to be used back stage
- Cell Phones are not permitted to be used in any fashion in the front of the house/audience
- Actors are not to leave the backstage areas of the theater, dressing rooms, green room or the campus in makeup and/or costume.
- Actors will not invite persons outside the cast and crew to any backstage areas, in dressing rooms or the green room
- Actors are not permitted to greet family/friends in costume until given guidelines by director
- Stage etiquette should always be followed including courtesy and consideration for cast, crew, and directors

## *Field Trips*

### **Guidelines for AHS Theatre Trips**

In addition to those policies set forth by AISD and AHS, theatre members will adhere to the following policies:

- Everyone travels with the group, remains with the group, and returns with the group. Special permission to travel in some other manner may be granted if a parent gives the director a request for another arrangement at least 24 hours prior to the trip in written form with a signature and a date.
- Students will not be released to anyone unless a permission note, signed by the parent, has been turned in and the student has checked out with the director or designated chaperone.
- Students may not ride with other students or other students' parents unless they bring written permission in advance from their parent/guardian.
- Only portable electronics *with headphones/earbuds* are allowed on the bus. The AHS Theatre Department assumes no responsibility for personal items lost or damaged on theatre trips.

- Students must adhere to the instructions of the theatre director, staff, bus drivers, and parent chaperones at all times. They are your legal guardians in the absence of your parents.
- For the safety and security of all of our students, the director and chaperones reserve the right to check all luggage prior to departing on any theatre trip.
- Drug, alcohol and tobacco (vaping) policy: The use of these items will not be tolerated during any theatre activity at AHS or away from school. AISD and authorities will deal with any student found with these items. Penalties occurring during extra-curricular activities are treated in the same manner as a school day. Any student violating this policy will be sent home immediately at the parent's expense. Students in violation of the policy will face the penalties set forth by the school, up to and including removal from the Angleton High School Theatre Program and all auxiliary theatre activities.
- Students are expected to conduct themselves in a manner that reflects positively on Angleton High School and AISD. Students must follow all Theatre and AISD policy as well as legal, ethical, and moral requests from the director or chaperones while on the trip. If a student is asked to leave a destination, parents must come and retrieve their student at their own expense. Any monies paid toward the trip will not be refunded.
- Students must dress appropriately for the location of the trip as designated in advance by the Theatre Directors. Any student dressed inappropriately will not be allowed to attend the trip and funds will not be reimbursed. In addition, students must follow the AISD dress code at all times.

### **Attendance Policy for Trips**

All theatre trips are optional unless otherwise specified. Only AHS Theatre members and their parent chaperones are allowed to participate in AHS Theatre trips, as needed. The following additional criteria applies to theatre students attending any theatre trip:

- No unexcused theatre performance absences during the school year
- Students must be passing all classes
- No unexcused theatre rehearsal absence during the school year
- No in school suspensions assignment at any time during the semester in which the trip occurs

- Student must be in good standing in the department

### **Trip Pick Up**

Parents must be prompt when picking up their children from theatre trips. Students are encouraged to bring cell phones on theatre trips to call/text parents regarding our arrival time on our way home.

- District policy does not allow the director to leave students unattended on the AHS campus after school hours, so please be prompt in picking up your student from trips.

## *Letter Jackets*

**Students in AHS Theatre can earn a letter in one of the following ways:**

- If a student is a member of the UIL One-Act Play cast or crew and that show wins District.
- If a student is an ACTIVE member of the AHS Thespian Society, department, and has two years of extra curricular theatre participation, the directors will submit that student's name for Letter.
- Students who just take class are not eligible to earn a letter.

## *Thespian Society*

Angleton High School is home to the International Thespian Troupe 266. Students will be inducted into this theatre honorary organization based on points earned through participation in theatre activities at AHS. Officers are required to update the point system and show monthly updates. The point system can be found on the AHS Theatre webpage [www.angletontheatre.com](http://www.angletontheatre.com) and posted on the Theatre Bulletin Board, outside of Blackbox.

## *Parent Volunteers*

Anyone interested in volunteering with AHS Theatre in a capacity where they will be around students will be required to complete the online application and criminal record check (per AISD policy). This must be updated annually. It is an expectation if your student is involved in department activities, their parent is a supporting booster. You may join boosters by sending an email to [AHSdramabooster@gmail.com](mailto:AHSdramabooster@gmail.com). You may visit [www.angletontheatre.com](http://www.angletontheatre.com) to see the booster meeting schedules.

WE NEED VOLUNTEERS

## *Forms*

All Theatre students and parents must sign the Handbook acknowledgement form verifying that these policies are understood, and agreed upon. This form is located on the last page of this Handbook. **It is to be printed, signed and then returned to the directors BY THE END OF THE SECOND WEEK OF CLASSES. ALSO, All Theatre Students and parents will be asked to sign a photo release form allowing us to place photos and possible video of students, in classes, and in shows, online. THIS IS ALSO DUE BY THE END OF THE SECOND WEEK.**

All Theatre students and parents must sign a travel permission form, and medical form, when we are set for travel for the current school year. This form is also located on the website, under forms, and can be printed, signed and returned via email.

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## *Signature Page*

(please find the signature page on the Forms and Classes pages, on the website, to save you from printing an entire handbook)

Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

# Constitution

The Theatre is governed by this constitution, which serves as an operating tool for both parents and Theatre members. It must be understood that as a member of this program, the student becomes a representative of the Advanced Theatre/Theatre programs, Angleton High School, and the Angleton Independent School District. Since members have elected to become a part of this organization, participation and membership is a privilege, not a right, and must be taken seriously and respected. All members and their parents are expected to read this constitution, and a signed contract must be turned in with both the member's signature and the parent's signature acknowledging acceptance and understanding of its contents.

Section I – Structure A. The name of this organization will be the Angleton Theatre

Section II – Objectives A. To increase and develop graciousness and poise, leadership, scholarship, responsibility, work ethic, community involvement, school spirit, high moral standards, character and ethics. B. To represent the Angleton Independent School District and our High School at major athletic events, school functions, competitions and community activities, both on and off campus. C. To encourage and support interest in all areas related to education, including but not limited to academic clubs, athletics, and fine arts. D. To develop and maintain a high and progressive level of Theatre training in various areas of Theatre and Theatre styles.

Section III – Director A. The Director of the department is the leader of the Theatre and Theatre program. B. It is their responsibility to oversee and approve any and all activities to include, but not limited to: booster, directing duties, administrative duties, fundraising, performances, costumes, appearance, competition, travel, etc.

The Director will be involved in all processes and decisions and will hold the authority to make decisions regarding membership, performance, participation, etc.

If and when any situation may arise which involves discipline, behavior, or conduct issues both inside and outside of the program, the decisions regarding membership will be final and non-negotiable.

Since the Director is directly responsible to the principal, and the district for the welfare of the organization, she shall have the authority to make any decisions necessary for the welfare of the organization. - Any action that needs to be taken concerning a situation not

covered by the Constitution, or in extreme cases, in contrast to stated policies, will be the responsibility of the Director with consultation from administration, when available.

**Section IV – Audition Requirements & Procedures A. Any student who plans to audition for JV or Advanced theatre must fulfill the following requirements:**

- Must be in the 8th, 9th, 10th, or 11th grade at the time of auditions.
- Must attend the mandatory audition meeting with parent/guardian. Must have met at least one or a combination of the following pre-requisites:
- Maintained an average of 70 or higher in all courses from the previous semester. - An average of 70 or higher for the 6 and/or 9 weeks prior to auditions. (depending on date of auditions) - No “U” in conduct for any 9 weeks of the current year prior to auditions. - No assignments to ISS/CATS or other disciplinary/alternate placement.
- E. All prospective members must attend and participate in auditions. The director may handle, on an individual basis, circumstances preventing a candidate from participating.
- F. Members planning to return will be required to complete the audition process including the mandatory meeting, paperwork, performance, etc. - The returning member candidate must meet the same audition requirements as new candidates in order to maintain membership.
- G. Grade and conduct marks may not be changed to make candidates eligible.
- H. Each student shall be judged on the basis of Theatre skill and ability and other related areas, such as work ethic, character, and integrity. They will also be evaluated on their character based on their observed actions. The director has final decision on new and returning members.
- J. A student transferring from another school, who is a member of another Theatre/Theatre and is in good standing may be accepted as a member of the Theatre at the director’s discretion if the class has not yet met it’s max capacity for the year, and/or appearance or technical help with UIL OAP. The student must be capable of completing all skills that were present from Theatre auditions and all other requirements met.

## Section V- Advanced and JV Membership Requirements

- A member's Theatre year begins on the day the member is officially announced/selected and continues until the end of the following school year, provided they maintain membership in good standing and are not removed and/or resign. - Example: The new Theatre member is selected and announced May 2026. She/He will be considered a member of the Theatre until the last day of school, in the school calendar year 2026-2027. This also includes camp and international Thespians. Members are required to audition yearly to maintain their position in class.

Each member is expected to abide by all rules and regulations set forth by the constitution, department handbook. The director shall uphold the rules and regulations of AISD policy to the highest standard at all times.

Members are to represent the Theatre in a socially appropriate manner at all times. The only Public Display of Affection permitted is that of holding hands side-by-side.

- All other PDA will be considered inappropriate. - NO PDA is ever allowed in costume. - Pictures may be taken in a platonic fashion as a brief "side arm wrap" - Theatre are expected to speak appropriately and respectfully to Theatremates, officers, and the director and all faculty and staff. "Yes/No Ma'am/Sir" and "Please/Thank You" etc.

Cell phones, i-watches, and all other communication devices are not permitted at any event or rehearsal. Cell phones heard, seen, or in use may be confiscated and potentially turned into administration, as a practice or event is an extension of the school day. - The Director may permit an officer and/or parent volunteer to retain a cell phone at specific times to use strictly as communication with the Director.

All grades will be checked and recorded immediately after the closing of each nine-week period.

Any member who makes a failing grade in a nine-week period is ineligible for Theatre performance activities for the period of time defined by the "No Pass/No Play" guidelines in UIL.

I Any member receiving a failing grade in any two nine-week periods (consecutive or not) will be removed for the remainder of the year. - An academic waiver for failure in an AP/Honors course may be granted by the administration. - A special education student may obtain an academic waiver through the administration should the member fail a class through an IEP established at an ARD.

I Any member who receives two or more failing semester grades will be permanently removed.

J Any member who has “write ups,” referrals, and administrative discipline of any kind will not be permitted to join or stay.

K. Members with more than 4 valid absences a semester is not allowed to remain.

I Each member must be enrolled in the period assigned to the Theatre/Theatre periods, to be determined each year.

## **Social Media Explanation and Expectations**

- A. No showing pictures of or discussing in any way drinking alcohol, using tobacco, using drugs, or other illegal items (this includes any vapes/pens etc.)
- B. No showing pictures of or discussing in other ways that involves sexual promiscuity, lewdness or nudity, to include inappropriate PDA with people of either gender.
- C. No posting in a way or showing pictures of or discussing behavior that tarnishes the Angleton ISD reputation, AHS Theatre reputation, or negatively discussing directors.
- D. No posting or sharing activity of any kind that qualifies as departmental bullying, hazing or harassment including slander, rumors, etc.
- E. No involvement in activities that go against AISD Policy or regulations or that are illegal or show illegal material.
- F. These include but not limited to Twitter/Facebook, Instagram, Snapchat, Tik Tok, Kik, YouTube, texting, etc. inappropriate posts will be expected to be removed. - Refusing to remove inappropriate online representation/conduct will warrant, probation, removal from shows and /or performances or immediate removal, etc.

## **Section VI-Conduct Requirements and Actions for Failure to comply.**

- A. It is expected that Theatre members' conduct in classes, hallways, and anywhere on any AISD campus will be highly satisfactory and becoming of a young lady or gentleman. Members are expected to abide by the rules and regulations stipulated in the AISD, Department student handbook, and Theatre Constitution and Guidelines.
- B. Infractions of rules may result in removal from performance, probation, or removal from the Theatre; each at the director's discretion. Zero Tolerance Policy: Any bad-mouthing of others, regardless of their affiliation with the Theatre, will result in the loss of playing time, performance opportunities, travel opportunities, and competition opportunities.
- C. Any violation of the constitution will apply to the entirety of the Theatre year.
- D. Conduct probation performances for minor conduct infractions shall be handled at the discretion of the director according to district policy.
- E. A member may be immediately terminated from membership in the Theatre dept/show for the following reasons (including but not limited to:
  - Assignment to ISS/CATS at any time during the year.
  - Suspension or Expulsion from any campus in AISD at any time.
  - One or more failing grades in every 2 nine weeks.
  - Referrals, "write ups," or any administrative discipline
  - The use of involvement with, and/or selling of drugs/alcohol/cigarettes at any time.
  - Physical and/or excessive verbal altercations.
  - Involvement or instigation of bullying within the department or show
  - hazing/slander on campus or other, such as social media, department, or show
  - Inappropriate representation of Theatre at any time.
- F. The director and/or school principal, at their discretion, may remove any Theatre member from their position on the Theatre as a result of serious or persistent misconduct, repetitive tardiness or absences, etc.

## **Section VII Theatre Production**

- Absence from any scheduled Theatre tech/event/performance will be considered unexcused and Theatre will be benched and/or have to condition or removal from a performance may take place. Listed below are examples in compliance with the AISD and state of Texas guidelines that may constitute an excused absence. –

- Serious personal illness or accident with notation
- Death in the family with notation
- Special UIL sanctioned or school field trip activities with advanced approval from the director.
- B. In the event of an absence from practice/performance the member must: a. Prior to: Inform the director of the absence and the reason, as early as possible, before the absence is to occur. b. Bring a parent and doctor's note to the director, if applicable. c. Unfortunately, an excused absence does not necessarily mean that there will be no consequences. - Absences are an inconvenience to all members – most importantly to the Theatre as a whole. Consequences are not necessarily punishments, but fairness to all members preparing for upcoming performances and events
- C. Failure to comply with Theatre policies or falsifying reasons for absences may result in probation, suspension, or dismissal at the director's discretion.

Members must attend school for at least one-half day (4 class periods including the Theatre period according to UIL) to be eligible for participation in an organizational activity on that day or if the event takes place on a weekend.

If a member is late/tardy to practices, performances, etc. that member will be subject to disciplinary actions such as making up time, physical conditioning, or other consequences such as: -

- Running Laps or other cardio
- prohibited from travel, competition/contest /or any upcoming events such as field trips and/ or performances.

During UIL contest and spring show season (starting in January,) any member who misses 2 rehearsals, or multiple practices, may be relocated or removed from any contest performances at the director's discretion. The member is responsible for obtaining any and all information, choreography, etc. that was given on the day(s) of the absence before the next rehearsal time, with a stage manager.

## **Section VIII - General Regulations for offenses committed.**

The following are examples, including but not limited to of offenses that will warrant being removed is at the director's discretion.

- A. Inappropriate language or profanity, profane conduct, Excessive public display of Affection at school, in uniform, etc.

- B. (PDA) Excessive tardiness Leaving early and/or without permission or notice (skipping classes)
- C. Unexcused/Falsified absences Disrespect toward any member of the Theatre (including talking negatively of your Theatre members and director), officers.
- D. Disrespect toward the Director or any AHS faculty or representative.
- E. Talking/misbehaving while in class or rehearsal: displaying visible tattoos, inappropriate piercings, "hickies"; Negligence of uniforms/costumes/equipment.
- F. Termination will occur for stated constitution infractions any time during the Theatre year as deemed necessary by the director and principal.
- G. The length of this termination is at the discretion of the director.
- H. A member who is removed from the Theatre on their own accord will only be able to get out of the Theatre class at the end of the semester in which they have terminated themselves from the Theatre and their grade will reflect this decision accordingly, unless given permission from a principal to get out of the class mid-semester; as deemed necessary.
- I. G. Members who resign, withdraw or who are removed from the Theatre, will forfeit all fees paid to and fundraised for the program.

### **Section X- Additional Commitments Summer Theatre Camps and rehearsals**

- A. Students are expected to audition for every show, and every competition open to the theatre, during the year.
  - B. Camps are our biggest fundraisers and all members who are counselors receive a financial scholarship for thespian from it. Any member who is absent may be financially adjusted for each day missed.
- Contest season may begin as early as November and may extend through May. The director will decide which contests to be attended, how many and all other details included. It is a requirement to be a part of contest if a student is asked to be in the classes. At the same time, it is the director's discretion if a student will not be a part of the contest, or class.
- It is at the Director's discretion as to which members will perform in each piece at each contest: UIL and Thespian.
- Theatre participates in a number of community appearances throughout the year including but not limited to school and community parades, pep rallies, holiday events, special invitation appearances, etc.
- Spring Show will be scheduled, in April / Early May. This is entirely produced by students. The director's contribution is helping the student director in producing

the piece. It is an opportunity for seniors to have a final goodbye, and a time where newer actors who don't normally get to perform.

**A**dvanced theatre membership and commitments will take precedence and priority over all non-AISD organizations.

**A**ll theatre performances and events are deemed mandatory as a member of the Theatre.

**N**ails: Long or sharp-tip nails are not allowed, but nail color is permitted. Theatre members must remove all fake nails and nail polish for competitions and some performances.

**H**air Color: Hair color must remain natural. If a Theatre member wishes to dye their hair an unnatural color during the season, they must consult with the director, beforehand. However, they should understand that approval may be denied due to upcoming performances or events.

**T**he main musical is directed by the theatre director, musically directed by the choir director, painted by art directors, and choreographed by the Dance director. All monies go to a special musical theatre fund that is not associated specifically with our department, but makes a large musical possible.

## **Section XI-Officers and General Definition of Leadership**

### **Positions Officer Pre-Requisites**

**M**embers anticipating trying out for military or social officers must satisfy the following requirements: Each candidate must have successfully completed three (3) consecutive years at the AHS Theatre Theatre in good standing. In years when the director has no senior candidates to select from, students must commit to a minimum of two (2) years to be eligible to audition for an officer position. Candidates must have successfully completed both their freshman and sophomore years on the Theatre. - Each candidate must have fulfilled all academic, theatre and discipline requirements as set forth in the constitution. Each candidate must be in good standing with the AHS Theatre overall for the year, as well as at the time of auditions.

**O**fficer candidates are appointed at the discretion of the director. This selection process relies on the director's comprehensive evaluation of each candidate's leadership, performance, and character throughout the year, and nominees are voted on by the collective.

**T**he audition process will include but not limited to any of the following: One on one interview with the director and current president leaving, the director designs the audition process from year to year according to what is needed and necessary.

The Director will decide each year the number, hierarchy and title of officers needed. This will be based on what is needed for the success of the Theatre for the upcoming year.

The thespian President shall Preside over all social activities and planning thereof and shall oversee and delegate the duties of social officers as directed by the Director. Vice-President and Social Officers.

All officers are responsible for taking pictures of the Theatre throughout the duration of the year and will turn them into the Director and President.

Leadership Roles:

- A. All officers are required to abide by and exemplify guidelines set forth in the constitution, and to be mature in handling their leadership positions. Officers are an example, NOT the exception. Improper behavior of any officer should be reported to the director and may result in demerits and/or removal from their office.
  - Abuse of authority, disrespect, failure to fulfill duties and responsibilities, etc. are unacceptable.
- B. Officers who receive a failing grade at the nine-week period, may be demoted from their officer position to a lower rank, and/or returned to thespians as a Theatre member.
- C. All officers have the authority to report infractions to the Director that may result in referrals; therefore, any officers who have committed an offense warranting demerits must turn themselves in immediately. Failure to do so warrants removal.
- D Any officer may be relieved of office duties because of excessive absences, tardies, or for not fulfilling required duties to the fullest. This process may be done after consultation between the administration and the director.

### **Section XIII-Lettering**

- A. Each member must fulfill the following to be eligible to letter:
  - a. Member must have demonstrated a consistent, positive attitude and maintain a satisfactory citizenship/conduct during their membership.
  - b. Member must have maintained an acceptable scholarship average during their membership.
  - c. Completed two full years as an active Thespian and AHS Theatre member in good standing.
  - d. Participate in all official Theatre classes, competitions, auditions, and productions in various capacities.

## **Section XIV - Parents and Guardians**

- A. Parents must assist their Theatre students in obeying the rules and regulations of the school, and AHS Theatre organization. Parents must understand the dedication and time commitment of Thespians and Theatre. While we work with everyone's schedule- The Theatre organization comes first, before other outside activities, and in order for the organization to be successful, parents must understand and agree to this before allowing their child to become a member.
- B. Harassing conduct by a parent, directed at the director, administrator, or a student Theatre member will result in removal of their student from the AHS Theatre.
- C. Parents with concerns will need to address them directly with the Director as most concerns can be remedied with proper communication. Parents who skip the Director and go to campus administration will be sent back to the Director as the first step. The chain of command must be followed by everyone.
- D. Parents must understand that the Director makes decisions that are in the best interest of the organization as a whole. This may, at times, not be in the best interest of the individual.
- E. Individual parent concerns will not be discussed at parent meetings, during rehearsals or any Theatre performances fundraisers, or events. Parents with concerns need to schedule a conference with the director to discuss any questions or issues or communicate via email or phone conference.

## **Section XV - Amendments**

This constitution may be amended by the Director and/or the principal, at any time, for any reason, with the approval of the Angleton ISD administration.

Christine Williams

AHS Theatre Director of Theatre

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