

# Vandegrift High School

## Theatre Department Handbook

For Students and Parents



# Introduction

The Theatre program is an integral part of the total school experience and participation is considered a privilege. 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 LISD 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.

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## ***Purpose***

The purpose of the Vandegrift 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 VHS theatre program.

## ***Mission/Vision***

Our mission is to create and maintain the highest quality theatre program that provides opportunities both acting and technical theatre. The theatre department's main goals are:

- To teach the Leander ISD objectives
- To provide acting and technical theatre experience for all abilities by producing theatre both inside and outside of the classroom
- To develop an appreciation for the performing arts as a discipline
- To create a positive fun atmosphere while instilling a strong work ethic
- To develop the ability to accept critical evaluations and critique others constructively

## ***Contact Information***

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The VHS Theatre Booster website is the primary source for theatre information: [www.vhstheatre.org](http://www.vhstheatre.org).

## *Fees*

### **Theatre II/III/IV, Technical Theatre I/II/III/IV, and Advanced Theatre Production I/II/III/I**

There is a class fee that is used to buy consumable supplies specific for each class. The supplies for each class depend on the projects for a specific class section. Some of the items we must replace or purchase are makeup, props for shows, art supplies for masks and puppets, play scripts, tissues, markers, scissors, tools, costumes, costume cleaning, wigs, paper towels, glue sticks, baby wipes, makeup sponges, fabric and most importantly, to pay royalties for performances of class plays. Theatre Tech Shop fee will be used to buy wood and other building materials. Donations of these items are also appreciated.

If a student is in more than one theatre class, they are responsible for the fee for each class.

All theatre students are strongly encouraged to purchase a Theatre shirt. This shirt will be worn to performances, field trips, etc.

There is no class fee for Theatre I or for the Theatre Showcase. Classroom fees 2017-18 are \$50 for all other classes and levels.

#### Extracurricular Fees:

- The Fall Shows Cast and Crew = \$50 (*includes the show t-shirt*)
- The Musical Cast = \$200 (\$100 production fee plus \$100 costume fee plus t-shirt fee)
- The Musical Crew = \$50
- The UIL One-Act Play Cast and Crew = \$50

After fees are paid, all theatre students will receive (3) flex pass tickets to be used on any of the following shows: Fall; Spring; OAP.

All fees/dues are due no later than Friday, Sept. 15, 2018 (class and Fall show fees.) Fees are due (1) week after casting for the OAP.

*\*\*\* 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.*

All checks (shirts, show fees & donations) should be made out to **VHS Theatre Boosters**. Payments will also be accepted through PayPal or via credit card in CHARMS at our website [www.vhstheatre.org](http://www.vhstheatre.org).

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

\*\*\*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 Ms. Schneider, Mr. Alonso, or Mr. Conner for more information.

## ***CHARMS***

CHARMS is an online data information and communication website. Please use this site for handouts, calendars, and payment information. Make sure that your information is up to date so that communication between the theatre department and students is readily available. Log onto [www.charmsoffice.com](http://www.charmsoffice.com) and use VHSTheatre as the School Code. Your password is your student ID number the 1<sup>st</sup> time, then you will need to change your password. You can also access Charms through the theatre website, [vhstheatre.org](http://vhstheatre.org).

## ***CHARMS Privacy Notice***

Depending on the level of access set by the director or teacher, the website may contain contact information for students and parents, directory information for students, and confidential information such as payments made, account balances, uniforms, grades, practice logs, etc. Users and administrators of the website agree to protect the privacy of the information, and agree not to use any information for non-program related purposes.

## *Fundraising*

All fundraisers are optional; however, students are encouraged to participate. The money raised is used to improve the theatre department and for student activities.

All money raised belongs to the VHS Theatre Boosters and cannot be refunded for any reason.

- Students are responsible for the product being sold once it has left the theatre room.
- Problems with a fundraiser must be reported to the theatre director within 24 hours.
- 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 pre-determined due date.
- If a student takes a product to sell and something happens to the product (lost, stolen, damaged, etc.) the student IS financial 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. DO NOT carry cash around campus if at all possible.
- 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 VHS organizations are not allowed to accept checks from any individual who has had at least one check to LISD 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 Vandegrift 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 should contact the directors.

## *Digital Citizenship*

Maintaining a higher standard of conduct will also include ensuring that theatre student member websites 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 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 other LISD teaching staff or theatre students, or that demonstrate poor sportsmanship or a disrespectful attitude towards other theatre groups. Any such incident will result in review by the principal (or designee) and may lead to probation or dismissal from theatre.

Theatre students who violate the above guidelines shall be subject to the following:

- Upon confirmation of a violation, the member will be asked to remove any offensive items from the website(s) and will be asked to give an apology and plan of action to deter this behavior to the principal, directors, and theatre students. Parents/guardians will be contacted and made aware of the offensive behavior.
- If a violation occurs that is deemed to be of a more serious nature, including but not limited to a threat, bullying, inappropriate and/or foul language, or a series of violations, the student may be subject to a higher level of discipline as determined by the director and school administration, such as suspension, probation, or dismissal from theatre.

## *Sexual Harassment*

Inappropriate verbal or physical conduct of a sexual nature at school is prohibited by school board policy. Sexual harassment is prohibited against members of the same sex as well as against members of the opposite sex. Any student who experiences a sexually offensive comment or action by another student or adult at school or school-sponsored function is strongly encouraged to tell a parent, teacher, counselor, or principal. Parents/guardians who have reason to believe that their child has been subjected to sexual harassment should report this behavior to the principal. Students in violation may be removed from the extra-curricular portions of the program for a time period established between the directors and the administration. Reinstatement will be evaluated after the end of the school year.

## *Due Process*

All Leander ISD students are entitled to due process in accordance with LISD guidelines. Our goal as a staff is to ensure that all students are treated fairly. Please contact one of the directors if you have any concerns. We will work with you to resolve problems.

## *Extra-curricular Guidelines*

### **Theatre and Technical Theatre I Classes**

Participation in extra-curricular activities is optional for Theatre I and Tech Theatre I students. 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. Students in Theatre I will be required to participate in the VHS Theatre showcase in May. This will require a limited afterschool rehearsal. Please make sure to mark your calendars in advance and plan well in advance.

### **Theatre II, III, IV, Production I, II, III, IV & Technical Theatre II, III, IV Classes**

Participation in extra-curricular activities is expected in the Theatre 2-4 and Production 2-4 Classes. Students audition to earn a spot in these classes. Therefore, it is assumed that they desire to take part in extra-curricular theatre. All production and Theatre II, III, IV students are expected to audition for all extra-curricular theatre productions. Theatre II-IV and Tech II-IV are expected to participate in at least 2 productions (actor or tech crew) per school year. OAP Varsity students are required to participate in a minimum of 3 productions (actor or tech crew) per school year. However, it is stressed that participation in extracurricular theatre is a privilege, not a right. You, the theatre student, are accountable and responsible for all policies contained within this handbook and for any additional ones that your respective directors might add.

### **Thespian Troupe 7613/Drama Club**

Any student at VHS is eligible to join the Drama Club and will earn points towards being inducted into the Thespian Troupe by participation in the Troupe/Club activities. Please refer to the Thespian Troupe eligibility rules for specific guidelines.

## ***Grading Guidelines***

### **Theatre I**

- 60% Participation/Formative: class participation, audience etiquette, group work, projects, daily work and assessments.
- 40% Performance/Summative: performances, projects, tests

### **Theatre II-IV and Theatre Production I-IV**

- 25% Participation/Formative: class participation, audience etiquette, group work, projects, daily work and assessments.
- 25% Performance/Summative: performances, projects, tests
- 25% Test: lab and conventional paper tests
- 25% Production Skills: show production mastery

### **Technical Theatre I-IV**

- 25% Participation: daily work and written work
- 25% Performance/Quizzes and Tests: projects, major assignments, and formal assessment

- 15% Shop Clean-up: keeping your area clean
- 15% Daily: notes, etc., weekly grade.
- 20% Projects: Major projects assigned

#### Late Work

- 1 class late – 20 pts. off
- 2 class days late - 50 pts. off
- Over 2 days late - No credit

Students may always redo a performance/written assignment for a better grade if they failed it the first time around within 1 week after receiving the grade. Students may arrange a suitable time to make up their work - before or after school and at lunch - whatever will work for student and teacher on a per student basis.

### *Eligibility*

All LISD Theatre programs adhere to the eligibility rules and regulations as stated by TEA and LISD. Some theatre activities are designated as extra-curricular. Students participating in these activities are governed by eligibility requirements. A student shall be suspended from participation in all extra-curricular activities sponsored or sanctioned by the school district during the six-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/UIIL 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.

## *Auditions*

Auditions for involvement in extra-curricular activities are announced at least two to three weeks before the beginning of the production schedule. Audition dates for fall show will be announced the first week of school. Please check [vhstheatre.org](http://vhstheatre.org) for more details.

Audition opportunities include

- Winter Show (January) – school wide eligibility
- Main stage musical (fall) – school wide eligibility
- UIL One-Act Play – Advanced theatre production
- Spring Production – school wide eligibility
- Other Extracurricular Shows – *Must be enrolled in a theatre class to be eligible to participate*

Audition Criteria

- Grade eligibility for performance (see eligibility page)
- Attendance and participation at auditions and callbacks
- Appropriateness of student to the role and ability to perform the role as determined by the director
- Student fits in the ensemble of the cast
- **Cooperation and preparation** in the audition
- Student ability to attend rehearsals and performances
- \*Students must list **ALL CONFLICTS ON THE AUDITION SHEET**. This includes doctor appointments, family trips, other school activities, church etc. - **ANYTHING THAT PREVENTS THE STUDENT FROM ATTENDING REHEARSAL**

## *Rehearsal Expectations*

### **1. Sign-in and check for announcements daily**

- All members of the company must sign in Daily and be in their seats at the start of rehearsal

- The sign in sheet will be with the stage manager.

## **2. Attend all calls for rehearsal and crew**

- Rehearsals and crew calls are never missed without prior permission. Attend ALL rehearsals for the ENTIRE time unless stated on the conflict sheet at the time of auditions.
- Students are allowed one unexcused absence – an unexcused absence is any absence in which the director has not been given at least 24 hours-notice and does not constitute a medical emergency. Contact your Stage Manager by email or phone.
- Absences above the one unexcused may result in expulsion from the cast and or crew.
- Students MUST NOT leave the rehearsal at any time without permission or they may be removed from the cast or crew.
- If you have a personal emergency, please contact the Stage Manager. Not all “emergencies” are excused and excused absences will be determined by the director. (Ex. Illness, death in the family is excused. While “behind on homework” and “needs to babysit” are important, they are not excused. Please make necessary arrangements.)
- If an emergency makes you late or absent, notify the Stage Manager by email or phone as soon as possible.

## **3. Be prepared and be on time**

- Rehearsals and crew calls begin exactly at the time indicated on the callboard. A 4:00pm rehearsal call means that when places are called at exactly 4:00pm, you are in the rehearsal area with a sharpened pencil in your hand and your script opened to the scene called.
- Be in appropriate rehearsal attire (i.e. dance clothes when necessary, rehearsal skirts and/or shoes, etc.)
- Lines are to be memorized by the due dates.
- If you are late, you are not there. If you are not there, you are absent.
- (3) tardies = (1) unexcused absence. Any tardy over (3) may result in expulsion from the cast and/or crew

## **4. Paying Customers Only**

- Only people called on the daily callboard or invited by the directors will be allowed to attend rehearsals. Exceptions can be made by the director, but must be requested with AT LEAST 24 hours-notice. (The fewer observers, the better the concentration, and therefore the greater the achievement.)
- There are two exceptions to the ‘no guests’ regulation. As a member of the company, you are invited to attend all rehearsals so long as you do not create any distractions. In addition, your parents are invited at any time.

## **5. Academic Responsibilities**

- You are expected to maintain good grades while working on the production. If grades persist at below-average levels, you may be removed from the show.
- Try to study before you come to rehearsal. Bring your studies with you so that when you are not rehearsing you may make full use of your time. Plan ahead for papers and major tests.
- Don't get behind in your school-work.

## **6. You and the Director**

- Remember that the director is on your side. Your success is the director's obligation. If you have problems or questions that cannot be resolved by the crew leads or the Technical Director, ask the director at an appropriate time.
- To help the director function as effectively as possible, never approach or speak to the director when he or she is working with, listening to, or watching a scene in progress.
- Never walk between the director and the playing area.

## **7. You and the Technical Director**

- Remember that the technical director is on your side. Your success is the technical director's obligation. If you have problems or questions specific to technical theatre that cannot be resolved by the stage management team or your specific crew lead, ask the technical

director at an appropriate time.

## **8. You and other Students**

- Every member of the company is equally important to the success of the production. There are no “stars” or “prima donnas” or “Drama Queens.” Cooperation is essential.
- The production staff and crew heads are the technical director’s assistants. They are directly responsible to the technical directors. As long as the crew heads perform their assignments responsibly, there is no reason to argue with them. If problems cannot be resolved, both parties should see the technical director immediately.
- There can be only one director for the show. Avoid offering unsolicited suggestions, chastising, arguing with, or prompting another actor.
- Keep all interactions positive. Never offer your cast mates an unsolicited critique.
- Conversation backstage, either in rehearsal or performance, should be restricted to matters concerning the production. (Use hand signals if possible, or else a low whisper.)
- Give your best at each rehearsal or performance and expect the best from those around you.
- Work up to your full capacity, rather than "marking" or "waking through" a rehearsal, so that everyone knows what to expect.
- Excessive inappropriate behavior may lead to your removal from the show.

## **9. You and the Theater**

- Pick up a prop only in the execution of your role. A prop out of place can ruin a performance.
- Always return your props to the prop table as soon as you leave the acting area. Don't set anything except a prop on a prop table
- Don't sit on prop furniture backstage.
- Never touch a piece of lighting, sound, or stage equipment except in the performance of your duty.
- Never go up on the flight deck, loading dock, grid, or beam unless you are a member of the appropriate crew performing your duty.

- Always treat your costumes with the utmost respect. Hang them up when you are finished. Notify the wardrobe crew head if your costume needs repair or cleaning.

## **10. Traditional Theater Practices**

- Never bring food, drinks, or gum into the theater.
- Never create any offstage distractions or play tricks or jokes backstage or onstage.
- Never write on a piece of scenery, stage equipment, or the walls of the theater.
- Never miss an entrance.
- Never speak to or approach an actor who is waiting for an entrance.
- Never question the authority of the stage manager.
- Never leave the rehearsal space, crew area, or theater until you have been released by the individual in charge.
- Never be seen by an audience member except in the execution of the show.
- Do not peek at the audience while on or off stage. If you can see the audience, then can see you.
- Never enter the stage from the house and never enter the house from the stage before, during, or after a performance while audience members are in the theater unless performing a function of your role.
- Never leave the theater in any part of your costume or makeup.

## **11. Violations**

- Failure to adhere to the guidelines listed above may result in your removal from the show.
- If you are removed from a show for discipline reasons you will be ineligible to audition for the next mainstage production. (If it is the last mainstage of the school year, you would be ineligible for the fall show the next school year.)
- Final determinations will be on a case-by-case basis and will be decided by the directors.

## *Conflicts*

### **Between VHS Theatre Activities and Other VHS School Activities**

When a student is involved in more than one activity that occurs outside of school time, conflicts may occur. Students must check event calendars for all of their scheduled VHS activities for conflicts as soon as dates are available. The student must notify all affected parties (Theatre director, parents, coaches, employers, sponsors) when there is a conflict so that there is time to determine how to handle the conflict (compromise, miss one or the other activity, work out a ride, etc.).

Conflicts **MUST** be listed on the conflict section of your audition form (with the exception of emergencies/sudden illnesses.) in order for the absence to be excused.

## *Performance Expectations*

- All cast and crew members will assist in the strike at the conclusion of the run. Students who do not attend strike and are unexcused will not be eligible for end of the year awards and will be ineligible to audition for the next main stage show.
- Once final decisions are made, do not deviate in any way from the director's production plan.
- Perform the play as it was rehearsed.
- Do not break the rehearsed curtain call to address the audience or to give or receive flowers or gifts.
- The privileges and responsibilities of the production company require that you behave in a mature and responsible way.
- This is educational theatre. If you have questions, ask the director. Please feel free to email if it's not appropriate to reach him/her in rehearsal. That is the best way to learn.
- Cast and Crew are required to report on time for dress rehearsals and performances for make-up calls and warm ups and in costume at the time posted.
- Students are **NEVER** to leave the backstage areas of the theater or the campus in makeup and/or costume.
- Students will not invite persons outside the cast and crew to any

- backstage areas, in dressing rooms or the green room.
- Stage etiquette should always be followed including courtesy and consideration for cast, crew, and directors.
  - All cast and crew members will be involved in designated photo sessions. Students who miss the designated photo session will not appear in production photos.

## *Field Trips*

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

- Everyone travels 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 radios, mp3, or CD players with earphones are allowed on the bus. The VHS Theatre Department assumes no responsibility for personal items lost or damaged on theatre trips.
- Follow the instructions of the theatre directors, 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 directors and chaperones reserve the right to check all luggage prior to departing on any theatre trip.
- Drug, alcohol and tobacco policy: The use of these items will not be tolerated during any theatre activity at VHS or away from school. School and local authorities will deal with any student found with these items with the same penalties as if the offense occurred during the school day. In addition, the students 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 Vandegrift High School Theatre Program and all auxiliary theatre activities.

- Students are expected to conduct themselves in a manner that reflects positively on Vandegrift High School and LISD. Students must follow all Theatre and LISD school rules as well as legal, ethical, and moral requests from the director or chaperones while on the trip.
- 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 LISD dress code at all times.

### Attendance Policy for Trips

All theatre trips are optional unless otherwise specified. Only VHS Theatre members and their parent chaperones are allowed to participate in VHS Theatre trips. The following additional criteria may apply to theatre students attending any theatre trip:

- No unexcused theatre performance absences during the school year.
- No more than one unexcused theatre rehearsal absence during the school year.
- No LEO assignments at any time during the school year.
- No ISS assignments at any time during the semester in which the trip occurs.
- No office referrals from a theatre director.

### 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 parents regarding our arrival time on our way home.

- District policy does not allow the director to leave students unattended on the VHS campus after school hours.

### After Hours Drop-Off and Pick-Up

- The parent pickup/drop off location in the front of the school should be used as the drop off and pickup location for theatre activities that occur outside of the regular school day. For safety reasons, students should not use the bus lanes or any area behind the fine arts building.

## *Letter Jackets*

Students in VHS Theatre can earn a letter in the following ways:

- If a student is enrolled and earns credit in a theatre course all four years of high school, they will earn their letter at the beginning of their senior year and...
- A student participates in at least three productions (main stage and/or UIL - not in-class plays) and...
- A student is a member of the VHS Thespian Society and earns a total of 20 points.

OR . . .

- A student participates in six productions as an actor or 10 productions as a member of the tech crew (main stage and/or UIL - not in-class plays)

OR . . .

- If a student is a member of the UIL One-Act Play cast or crew that advances past Regional competition.

## *Thespian Society*

Vandegrift High School is home to International Thespian Troupe #7613. Students will be inducted into this theatre honorary organization based on points earned through participation in theatre activities at VHS. The point system can be found on the VHS Theatre webpage and posted in the Theatre Greenroom.

## *VHS Theatre Booster Club*

VHS Theatre Boosters is 501c3 non-profit organization that provides support for the theatre program through volunteer support and fund-raising. All theatre parents are eligible to be members if they have a child in theatre at Vandegrift

High School. All parents are invited to attend Booster meetings, although participation is voluntary. Contact **Yang Kellogg** (2018 – 2019 VHS Theatre Boosters President) for more information – [vhstheatrepres@gmail.com](mailto:vhstheatrepres@gmail.com).

Vandegrift High School Theatre Boosters is a registered non-profit 501(c)(3) corporation, Tax ID # 27- 3449486. Donations are deductible to the full extent of the law.

## *Parent Volunteers*

Anyone interested in volunteering with VHS Theatre in a capacity where they will be around students will be required to complete the online application and criminal record check (per LISD policy). This must be updated annually. To apply, go to the district website at [www.leanderisd.org](http://www.leanderisd.org) and click on the “Community Involvement” heading, then click on “Volunteers” and finally click on “On-Line Volunteer Application”. Volunteers will need to register before they can fill out the application. Once the volunteer has been cleared the volunteer coordinators for VHS will be notified as well as the VHS Theatre Director, Ms.Schneider.

## *Forms*

All Theatre students and parents must sign the Handbook acknowledgement form verifying that these policies are understood. This form is located on the last page of this Handbook, as well as on the VHS Theatre website, through Charms. It is to be printed, signed and then returned to the directors.

All Theatre students and parents must sign a travel permission form for the current school year. This form is also located on the website and can be printed, signed and returned.

All Theatre Students and parents will be asked to sign a photo release form allowing us to place photos of students in classes on the web site.

***Signature Page***

I have read the Vandegrift High School Theatre Department Handbook for Students and Parents. I understand and agree to all of the terms and conditions outlined in this document.

I, the undersigned parent or guardian, do, OR do NOT hereby grant permission for my child to be photographed and/or videotaped for the purposes of communicating information regarding Leander ISD and its programs to the public. I understand that these products may be used on our VHS Theatre website and by local news media, but will not be used for any commercial purposes.

I understand the VHS Theatre program will be using the Charms database for organizational purposes and the members of the VHS Theatre Executive Booster Board will have access to my contact information for communication purposes.

Student Name (print): \_\_\_\_\_

Student Name (sign): \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name (print): \_\_\_\_\_

Parent Name (sign): \_\_\_\_\_ Date \_\_\_\_\_