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**INDIANA  
THESPIANS**

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AN EDUCATIONAL THEATRE ASSOCIATION AFFILIATE

**State Conference 2022  
Registration Information**

**Indiana Wesleyan University  
Marion, Indiana  
January 21-23, 2022**

**Online forms and additional information can be found at  
[www.indianathespians.org](http://www.indianathespians.org)**

**Please refer to this packet and the web site first  
if you have any questions.**



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“*A Full House*” is this year’s theme for the 2022 Indiana Thespians State Conference. An homage to the famous 1980s sitcom where a very non-traditional family worked to raise three young girls, the theme fits us so well in 2021-2022, as we realize we need our theatre family more than ever! We are so excited to be back in person this coming January; we have missed seeing everyone’s faces in person! Please encourage any professionals you think might be interested in attending State to fill out their own application to teach workshops, judge individual events, or have a college or vendor’s table as soon as possible so they do not get left out! The application can be found at the “Professional Representative Interest Form” link at [www.indianathespians.org](http://www.indianathespians.org).

Coming to state conference does take some work on your part, but we feel it is so beneficial to your students and to you. We even provide a way to earn college credit to help you renew your teaching license. **As teachers you can earn 24 PGPs for use at your own school for merit pay or license renewal!** We hope you will offer this wonderful opportunity to your students and not miss out on the benefits and experiences to be gained this January 21-23 at Indiana Wesleyan University.

## **Junior Thespians Welcome!**

This year we are continuing our support of our Junior Thespians. The top show from our Junior Thespian Regional will be showcased (though not compete) at State, and we are also continuing to offer a middle school-only Thespy room at State. Junior Troupe Directors will be able to select whether their students compete in the middle school room or be included in the lineup with the high school Thespians! Additionally, we are working to include workshops specifically designed for developing the Junior Thespian. We are very excited to expand our offerings to even more Thespians! More details can be found on our website.

**STO Elections** to be a State Thespian Officer! Beginning October 1, all interested students who wish to run for the position of State Thespian Officer (STO) for the 2022-2023 school year will be able to apply online via [www.indianathespians.org](http://www.indianathespians.org). **This application is due by Friday, December 17.** Details will be online by October 1, but all questions can be directed toward STO Advisors Grant Steckbeck ([gsteckbeck@indianathespians.org](mailto:gsteckbeck@indianathespians.org)) and Caitlyn Steckbeck ([csteckbeck@indianathespians.org](mailto:csteckbeck@indianathespians.org)).

## **If You Have Questions**

We strongly encourage you to visit [www.indianathespians.org](http://www.indianathespians.org) when you have questions about the Thespian organization and events. You can find upcoming events, forms, deadlines, STO application materials, Thespy rules, and many more useful pieces of information. By having these items online, you can go to the web site whenever you need to find deadlines, get information, and fill out forms. We will still send out reminder emails and you may certainly ask questions, but **please use this packet and the website as your first sources to answer your questions** since all the board members have full time jobs, family obligations, and their own theatre programs requiring their attention and limited time.

## **Deadlines**

**Below are the deadlines for state conference. Please plan ahead and do not ask for extensions or exceptions. The board member in charge of each area is in parenthesis if you need additional help.**

Dec. 17 – Hall of Fame Nominations (*Ann Hileman*)

Dec. 17 - STO online application is due (*Grant Steckbeck and Caitlyn Steckbeck*)

Dec. 17 – On Time Registration with Full Participation (*Jeremy Leazenby Bruce*)

Dec. 17 – Distinguished Senior Application (*Ray Palasz*)

\*Dec. 17 – Proof of Permission to Perform (*Jeremy Leazenby Bruce*)

\*Dec. 17 – Play Competition Form for Scheduling (*TBD*)

Dec. 17 – Thespy Registration Finalized and Submitted (*Corrine Reed*)

Jan. 7 – Late Registration with Restricted Participation (*Jeremy Leazenby Bruce*)

Jan. 7 – Thespian Scholarships and College Auditions Applications due on Open Water (*Tom Mackey; Peggy Matanic*)

Jan. 7 – Principal's Permission Form for Plays and Thespy Material **SUBMITTED VIA GOOGLE FORM** (*Jeremy Leazenby Bruce*)

\*Jan. 7 – Play Technical Questionnaire (*TBD*)

Jan. 7? – Upload and Submit Short Film Entries (*Corrine Reed*)

Jan. 21 – Payment of Any Outstanding Balances (*Jeremy Leazenby Bruce*)

**\* Indicates items needing attention only by those troupes who have plays performing at state.**

## Meals

We are currently working on meals. As before we will have lunch and dinner on Saturday, but there is a possibility we will be able to provide an additional meal this year! As you know, most hotels offer a continental breakfast. When you make your hotel reservations, we strongly suggest that you remind them that you and your students will be partaking of their breakfast on Saturday AND Sunday so they have enough available.

## Hall of Fame Inductions

Please look on the website for the Indiana Thespian Hall of Fame Application for yourself or someone you think has made significant contributions to Indiana Thespians and their students. Nominees can be retired or currently teaching and must have taught at least 20 years to be considered for this award. Questions about this award can be directed to Ann Hileman.

## Registration

The prices for registration and special events are found later in this packet. Please collect the following information before you start the online registration process as you cannot submit a partial registration form and come back to it later. You can make changes to your original submission, but please see below for those instructions.

- Know the status of your students. *(One of the following identifiers will be printed on each student badge: Future Thespian, Thespian, Honor, National Honor, or International Honor Thespian)*
- Know the tee-shirt size of each delegate.
- Know the names of the students who are participating in any additional/special events.
- Remember to register your bus drivers and chaperones if they will be attending any events/meals.
- If you do not know the name(s) of your bus driver and chaperones, just register them as “Bus Driver” or “Chaperone” and supply the names later.

**We will be verifying the troupe status as well as the individual status of each student against the roster provided by the National Office. IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOUR THESPIANS ARE PROPERLY REGISTERED WITH THE NATIONAL OFFICE BY THE TIME YOU SUBMIT YOUR REGISTRATION. ANY STUDENTS THAT YOU REGISTER AS THESPIANS THAT DO NOT APPEAR ON THE OFFICIAL EdTA ROSTER WILL AUTOMATICALLY BE CHARGED THE FUTURE THESPIAN RATE~ Please be sure you keep accurate records and register your students accordingly!**

## Changes in Registration

If you find you need to make changes after you have submitted your registration and it is still before the Dec. 17 deadline, simply go back to the website and enter an “updated” registration. Be sure to complete your registration (including any updates) by December 17 to provide the most opportunities for your students and to avoid the dreaded late penalty.

**REMEMBER – There is a \$10 change fee PER CHANGE that is not submitted on an “updated” online registration or if it occurs after the December 17 deadline due to the extra work this causes.**

## Chaperones

Chaperones will pay a \$60 registration fee. When you register them, you will have the option of having each one sign up for 2 hours of conference work detail. The jobs vary from assisting at the help desk, checking out guest badges, monitoring the IE hallways, doing head counts at workshops, etc. This work will be assigned by our chaperone coordinators and verified by them during the conference.

Upon completion of the conference, Indiana Thespians will reimburse the troupe \$20 for every chaperone from that troupe who completed their 2 hours of work. Note that Indiana Thespians will only reimburse up to \$20 per chaperone, even if that chaperone works more than the required 2 hours, and regardless if they are covering for another chaperone.

In order to ensure a safe environment for all of our delegates, this year we are requiring that **for every 15 student delegates you register, you must have one chaperone.** Troupe Directors and Assistant Troupe Directors will count in this number. Please recruit your chaperones early, and it would be good to have an extra chaperone on hand as well, in case you have one drop out at the last minute and cannot get a replacement. Thank you for your help in continuing to make our event fun and safe for everyone!

Background Checks: It is up to each Troupe Director to ensure that their **chaperones have completed the background check required by his or her school corporation.** While we do not require proof of such checks, it is expected that this be done to ensure the safety of all of our participants!

### **Early Bird Discount**

Due to the tight turnaround from our last Regional to when we must submit information to our vendors who supply our t-shirts and badges, we are no longer offering an Early Bird Discount.

### **Refund Policy**

It is our policy that:

- after you submit your original registration, any changes need to be communicated via the change form. There is a \$10 charge per change
- **after December 17, there will be no reduction in your registration numbers.**
- **no refunds will be given for non-attendance** unless our event is shut down by outside forces (such as severe weather that causes the venue area to be shut down by an entity other than Indiana Thespians)

Thank you and we hope to see you at Indiana Wesleyan University for the state conference. **Remember to read through this packet and check the website first if you have questions.** If you cannot find your answer in these two places, then you may send an email to the board member in charge of the area in which you have a question.

Jeremy Leazenby Bruce  
Co-Chapter Director  
jleazenbybruce@indianathespians.org

Ray Palasz  
Co-Chapter Director  
rpalasz@indianathespians.org



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## Registration Tips

As you prepare to register your delegates online, be sure you know this information:

1. Name as it should appear on each person's badge. **(However you type it – that is how it will be printed!)**
2. Determine if each person is a Future Thespian (not yet inducted), Thespian, Honor Thespian, National Honor Thespian, International Honor Thespian, State Thespian Officer (STO), Troupe Director, Assistant Troupe Director, Chaperone. **NOTE THAT THIS DOES AFFECT THE PRICING, AND ALL REGISTRATIONS WILL BE VERIFIED AGAINST OUR MEMBERSHIP ROSTER FROM THE NATIONAL OFFICE.**
3. Are you bringing a Guest of the Troupe Director? **(Each troupe may bring one theatre teacher from another school who has never attended State as a guest of Indiana Thespians – whether or not they have a Thespian Troupe at their school.)**
4. What food allergies or dietary considerations, if any, do you need to report? **(This will help us arrange food.)**
5. Do you have a nominee for the Distinguished Senior Award? **(You must complete a separate form, but we ask for the name of your nominee on the general registration form.)**
6. Do you have students running for Student Thespian Officer (STO) positions? **(The student must complete an application, but again, we ask for the name(s) on the general registration form.)**
7. When do you plan on arriving at the conference? **(To help us plan for registration.)**
8. You **MUST** complete a SEPARATE online form for Thespys with all names and material titles by the Dec. 17 deadline or your students will not be allowed to participate. You will receive a separate invoice for Thespys after Dec. 17.
9. Students are responsible for submitting their applications for College Auditions and Thespian Scholarships via Open Water. See the website for details.
10. No refunds will be given after the December 17 deadline and no reduction in numbers can be made after the January 7 deadline.

## 2022 State Conference Price List

<b><u>Student Registration</u></b>	
INDUCTED Thespians--Full Conference	\$80
INDUCTED Thespians--Saturday Only Access	\$60
FUTURE Thespians (not inducted)--Full Conference	\$95
FUTURE Thespians--Saturday Only Access	\$75
Guest of a Troupe Director	Free
Students of the Guest of the Troupe Director (up to 5 FUTURE Thespians)--Full Conference	\$95
<b><u>Non-Chartered Troupes (those that are inactive according to the National Office as of Registration)</u></b>	
All students	\$95
Non-Chartered Troupe Fee	\$50
<b><u>Thespys/Tech Olympics</u></b>	
EACH person in EACH entry	\$10
<b><u>Adults</u></b>	
Troupe Director (fewer than 10 students with them)	\$60
Troupe Director (more than 10 students with them)	Free (no change)
Assistant Troupe Director (20 or more student delegates)	Free (no change)
Chaperones	\$60
Alumni	\$60 (reimbursed if they do the work they are assigned to do) We will pay their hotel room (if the alumni's commute is more than 25 miles one way), lunch and dinner on Saturday, and provide them with a conference shirt. In exchange, they must provide transportation to and from the conference and hotel, and must work the entire weekend. ALL ALUMNI MUST COMPLETE AN APPLICATION AND RECEIVE APPROVAL BY THE CHAPTER DIRECTORS based on the recommendation of their former troupe director.
<b><u>Other Fees</u></b>	
Change Fee (per change after December 17, 2021)	\$10
Late Fee (per school after December 17, 2021)	\$50



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## Code of Conduct

**DELEGATES:** Read carefully and sign, along with your parents and troupe director.

**DIRECTORS:** **Photocopy the Health Care and Code of Conduct forms back to back**, distribute to each delegate to read and sign. **UPLOAD scanned copies to the NEW 2022 Code of Conduct/Health Google Form.** Make ONE additional copy of signed forms. Keep that copy for yourself, and the original is for each delegate to carry at all times in their badge at state.

The following contract is intended to ensure that everyone will have a pleasurable, educational experience.

### Fundamental Expectations:

- I will treat all conference facilities and hotels with respect, including buildings, furniture, and grounds.
- I will respect all conference participants, hotel personnel, and school staff.
- I will arrive promptly and stay until the conclusion of each conference event.
- I will observe all rules of theatre etiquette, which includes the following:
  - No flash photography, cell phone use, or other distractions during a performance
  - Waiting until ushers let me into a show if I am late and staying in my seat for the entire show
  - Applauding appropriately and remembering I am watching a play, not a sporting event
  - Keeping my feet off the seats and not eating or drinking in the theater
- I will not leave the conference site at any time without the approval of my director.
- I understand that all adults at the conference have the responsibility to collect my badge, remove me from an activity, and report me to the Thespian Board for discipline if I am rude, uncooperative, discourteous, or in violation of the terms of this code of conduct.

### Penalties:

- I realize that any delegate who cannot follow this code will be sent home without a refund of fees. A parent or guardian will be required to pick up any student who is sent home.
- Students will absolutely be sent home for the following offenses:
  - Possession of illegal drugs, alcohol, or tobacco
  - Violent behavior, including threats of violence
  - Tripping a fire alarm intentionally or accidentally
- I realize that my director can bar me from any further Thespian activities at my school if I break any rules at the conference. I may also lose Thespian points or honors.
- **I understand that any student or troupe causing a disturbance, either on site or at the hotel, or not participating in conference events, can be excluded from next year's conference and/or reported to their school administration.**

**I agree to all of the above Code of Conduct and will comply by ALL of the rules.**

\_\_\_\_\_  
Printed Name of Student

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

\_\_\_\_\_  
Printed Name of Thespian Director

\_\_\_\_\_  
Thespian Director's Signature

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Phone number where parent can be reached during conference

\_\_\_\_\_  
School Name & Troupe Number



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## Health Care Consent Form

**Please Note:** Indiana Thespians, the Educational Theatre Association, nor the host venue are liable for any medical costs associated with any injury or accident.

*Type or print LEGIBLY. Use black ink only. Print name exactly as it appears on the registration form.*

### DELEGATE INFORMATION:

Delegate Name \_\_\_\_\_

Troupe Director \_\_\_\_\_

Troupe Number \_\_\_\_\_ School Name \_\_\_\_\_

Home Address \_\_\_\_\_ Home Phone \_\_\_\_\_

City \_\_\_\_\_ State IN ZIP \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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

Alternate Phone Number to use in case of emergency during conference \_\_\_\_\_

***Should it be necessary to transport delegate to a local hospital, the parent/guardian will be notified by phone.***

### HEALTH CARE INFORMATION:

Allergies \_\_\_\_\_ Medications \_\_\_\_\_

Reason for taking medication or other information that would be useful in the event medical treatment is necessary:

**PAYMENT INFORMATION (CIRCLE ONE):** Parent                  Student                  Insurance Company

Family Physician	Health Insurance Information
Name	Insurance Company Name
Phone Number with area code	Policy Number
Address	Address
City, State, ZIP	City, State, ZIP

The undersigned parent or guardian understands that should a major medical problem arise, she or he will be notified by telephone. In the event that she or he cannot be reached, she or he hereby gives consent to such medical treatment as deemed necessary, including x-ray examination and anesthesia to be rendered by a licensed physician(s). The undersigned certifies that she/he has read and fully understands this authorization.

\_\_\_\_\_  
Signature of above named delegate

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

**Directors: Bring TWO copies of the completed form for every student. One should be submitted prior to registration, one will be carried by the student, and one will be kept in your possession.**



## Hotel Information

Please visit the website [www.indianathespians.org](http://www.indianathespians.org) for a list of State Conference hotels that have reserved blocks for our conference.

You are not required to stay in any of the hotels with our blocks if you would prefer to stay somewhere else.

### Also note:

1. You must provide tax exempt forms to receive the lowest cost without tax.
2. Remember to inform the hotel if your group will be eating breakfast there.
3. **Please email the hotel chairperson, Jeremy Leazenby Bruce, at [jleazenbybruce@indianathespians.org](mailto:jleazenbybruce@indianathespians.org) after you reserve your rooms. He is making a master list so we know how many rooms we still have left at each hotel in case schools need help finding accommodations. If you have any problems, please feel free to reach out to Jeremy and he will help you secure your hotel rooms.**

PLEASE ALSO CHECK THE STATE CONFERENCE HOTEL PAGE ON THE WEBSITE FOR MORE INFORMATION!



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**Hotel Registration  
For the nights of  
January 21 and 22, 2022**

**Troupe Director** \_\_\_\_\_

**School** \_\_\_\_\_

**School Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** IN **ZIP** \_\_\_\_\_

**School Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**FAX THIS FORM TO YOUR HOTEL: Fax tax certificate with this form to delete sales tax. Hotel tax of 5% and the state sales tax must be paid as required by law – even though schools are tax exempt. Please be aware of any deadlines given by specific hotels.**

**Director:** Neatly print the names of roommates.

**Hotel:** Write in room numbers and prepare keys prior to arrival.

<b>Room #</b> _____ _____ _____ _____	<b>Room #</b> _____ _____ _____ _____
<b>Room #</b> _____ _____ _____ _____	<b>Room #</b> _____ _____ _____ _____

**Attention Hotel Manager:** Place these rooms together so adults can provide supervision. Please avoid placing other guests in the midst of our students whenever possible. In the event of a disturbance by any of these delegates, please contact BOTH the director listed above AND the State Thespians Director Jeremy Leazenby Bruce at (317) 223-9989.

<b>Room #</b> _____ _____ _____ _____	<b>Room #</b> _____ _____ _____ _____
<b>Room #</b> _____ _____ _____ _____	<b>Room #</b> _____ _____ _____ _____
<b>Room #</b> _____ _____ _____ _____	<b>Room #</b> _____ _____ _____ _____
<b>Room #</b> _____ _____ _____ _____	<b>Room #</b> _____ _____ _____ _____
<b>Room #</b> _____ _____ _____ _____	<b>Room #</b> _____ _____ _____ _____