

## International Thespian Society Constitution for Dulles High School Troupe #241

Adopted: 8/26/17; updated 5/27/2020

### Article I: Name, Purpose, and Governance

**Section 1. Name:** This organization shall be called **Dulles Troupe #241**. The troupe has been chartered by John Foster Dulles High School. The charter affiliates it with the International Thespian Society (ITS), a division of the Educational Theatre Association (EdTA).

**Section 2. Purpose:** This Thespian troupe serves as the honors component of the school's theatre program. Its purpose shall be the advancement of standards of excellence in theatre, as well as the honoring of student achievement. The troupe will encourage students to attain a better mastery of the theatre arts and will reward those who achieve it with induction into the troupe. Thespians achieving honor ranks shall receive recognition of their exemplary accomplishment.

**Section 3. Governance:** This troupe constitution and its bylaws are two components of a hierarchy of documents that govern the Educational Theatre Association and its membership. The documents affecting troupes, in order of authority, are: the Educational Theatre Association Code of Regulations and Membership Policy, the troupe handbooks, the troupe constitution, and troupe bylaws. This constitution may not be altered in any way that conflicts with a superseding document or school policies and procedures.

### Article II: Organization and Officers

**Section 1. Membership:** Membership is achieved by complying with all induction criteria as defined in the troupe handbook, located on schooltheatre.org. In addition, half of the points earned must be in service to Troupe 241/Dulles HS Theatre Department. The ITS Thespian point system is the official guideline for awarding induction points. Any changes to induction criteria, including the Thespian point system, must be adopted as a troupe bylaw.

**Section 2. Officers:** The Thespian troupe shall have the following officers: **president, vice president, secretary, treasurer, publicist, and historian**. Duties shall be defined in the troupe's bylaws.

**Section 3. Elections:** The troupe shall elect officers for the next school year in the last full month of the current school term.

### Article III: Meetings and Participation

**Section 1. Meetings:** Thespian troupe meetings shall be held bi-monthly throughout the school year. Special meetings may be called by the troupe director, officer majority, or by a quorum of Thespians.

**Section 2. Quorum:** A quorum shall be a majority of the troupe's active membership.

**Section 3. Denial of participation:** Any Thespian who causes deliberate dissension or disruption of any production or business meeting may be denied participation in troupe activities by the consent of the troupe director. Any member requesting reinstatement of participation rights may have them restored with the consent of the troupe director.

#### **Article IV: Dues and Fees**

**Section 1. Dues:** There shall be no mandatory dues for Thespian induction except as provided by the Educational Theatre Association Board of Directors.

**Section 2. Fees:** Troupes may approve additional fees for local Thespian troupe participation. This requires consent of the troupe director and a majority vote of the active troupe members at a regular troupe meeting. The school and its troupe director may also assess user fees in accordance with school policy.

#### **Article V: Bylaws**

**Section 1. Purpose:** Bylaws provide additional guidance and local specifications for the governance and operations of the troupe. No bylaw may be in conflict with the EdTA Code of Regulations, EdTA policies, troupe handbook, troupe constitution, school policy, or procedures.

**Section 2. Adoptions and amendments:** The troupe director may adopt or amend bylaws as deemed appropriate. Bylaws may also be added or amended by approval of a simple majority of the troupe's active membership and the consent of the troupe director.

#### **Article VI: Amendments**

**Section 1. Exclusions:** Article I may not be amended after adoption.

**Section 2. Procedure:** If brought to a vote, articles other than Article I may be amended by approval of two-thirds of the troupe's active membership with the consent of the troupe director. This constitution and its amendments shall be subject to change according to any or all requirements of the International Thespian Society.

## Thespian Troupe #0241 Bylaws

**Adopted: 8/26/17; updated 5/27/2020**

### Article I: Attendance

**Section 1.** A student arriving late to or leaving early from activities without a reason considered valid by the troupe director will receive a demerit. Excused and unexcused absences are defined in the Dulles High School Student Handbook.

**Section 2.** Any member absent four (4) meetings per school year without an acceptable written excuse submitted to the secretary, respective representative, or troupe director shall be suspended from troupe activities.

**Section 3.** Attendance shall be considered in the Thespian point award system.

**Section 4.** Absences shall accumulate for only one school year at a time.

### Article II: Thespian Points

**Section 1.** Points will be awarded for theatre-related work done outside the school's theatre program. To qualify for points, a copy of the program or other verification must be provided. Points will be awarded as per the troupe director's discretion.

**Section 2.** Half a point may be earned for attending productions. To qualify, a ticket stub or a program must be provided as proof of attendance unless waived by the troupe director. Points for attending performances can only be earned once a review or critique is submitted to the director.

**Section 3.** A Thespian must stay active to be a part of the Thespian Society. As such, every Thespian must earn a minimum of 7 points each year to maintain their Thespian status. Persons not reaching said goal shall be dismissed from the society. Exceptions can be made as per the discretion of the troupe director. Excuses must be turned in within 48 hours of missing a meeting.

**Section 4.** Thespians able to excel in both theatrical arts and academics can earn the Thespian Scholar accolade. A Thespian with a GPA of a 3.0 or higher (on a 4.0 scale) upon the completion of their 11<sup>th</sup> grade year, and a minimum of 80 Thespian points (cumulative from any and all years, including their 12<sup>th</sup> grade year) will be awarded with this title. A Thespian who earns 40 points (cumulative from any and all years, including their 12<sup>th</sup> grade year) is eligible for a letter in Theatre. Other physical awards, such as cords, shall be distributed as per the discretion of the troupe director.

**Section 5.** Points are to be reported by dates decided on an annual basis through the recording process outlined by your director.

### **Article III: Induction**

**Section 1.** An induction ceremony shall be held at least once each school year. Additional ceremonies may be held as often as deemed necessary by the troupe director.

**Section 2.** Induction fees are the responsibility of the inductee. The troupe will pay for induction pins and other honors items, unless a special circumstance arises. Under said circumstance, the status of honor items and the payment for them shall be left to the discretion of the troupe director.

**Section 3.** The troupe director determines the time, place, schedule, and format of induction ceremonies.

**Section 4.** All officers shall participate in the induction ceremony in a capacity determined appropriate by the troupe director.

### **Article IV: Officers**

**Section 1. Duties:** Troupe officer duties are defined below. Other permanent duties may be added as a bylaw under the direction of Article V, Section 2 of the troupe constitution. Temporary duties can be added as per the direction of the troupe director on a yearly basis.

A. The **president** presides at all meetings, aids the troupe director in a necessary and appropriate capacity, and directs and supervises troupe activities. This officer stands as the student figure for the troupe, and shall be the chief of all activities not allotted to the troupe director. This officer is the leader of the troupe.

B. The **vice-president** presides along with the president during all meetings by keeping order, aids the troupe director in a necessary and appropriate capacity, and serves a leadership role complimentary to the president. In the event that the troupe president is removed, the vice president shall become president. The vice president shall serve as the liaison to the booster club, and shall be in charge of coordinating social events, including but not limited to, planning banquet.

C. The **secretary** keeps the written records of meetings and attends to the troupe log, keeping up with Thespian points, upcoming dates, etc. This officer serves as the chief organizer of the troupe. Along with the publicist, the secretary is in charge of maintaining a public and visible troupe calendar. The secretary will keep track of who attends troupe events.

D. The **treasurer** acts as business manager of Thespian productions, working alongside the troupe Booster Club to coordinate the front of house. The treasurer will work alongside the troupe director and officers to aid in the planning of fundraisers and other such monetary Thespian actions.

E. The **historian** keeps a record of troupe activities and productions and documents them, thus preserving a record of each year's activities. A scrapbook of the year's events must be presented at the end of the year, with the exact requirements decided as per the discretion of the troupe director.

F. The **publicist** will advertise and inform the public and other Thespians about current and upcoming events such as shows, meetings, fundraisers, and socials. The publicist will work particularly hard to notify prospective theatre students of events, thus ensuring the perpetuity of the theatre program. Along with the secretary, the publicist is in charge of maintaining a public and visible troupe calendar.

G. Other Officers as needed/decided. Such as, **Parliamentarian**: Maintain order at meetings- including running PowerPoint; serve as community out-reach coordinator; help other officers as needed

**Section 2. Requirements for all elected officers are as follows:** A prospective officer must have attended Dulles High School for at least a school year upon the beginning of the first school year of official office-holding. They must be in good standing with the troupe and must be academically eligible per TEA UIL guidelines.

**Section 3. Presidential and Vice Presidential Elections:** No candidate shall run for the vice presidential office. The runner-up from the presidential election shall serve as vice president.

**Section 4. Nominations:** To be eligible to run for office, students must complete the officer application per director's instructions and must be academically eligible per TEA UIL guidelines.

**Section 5. Regular Elections:** Elections will be called as per the discretion of the director, with primary officer elections being in accordance with Article II, Section 3 of the troupe constitution.

**Section 6. Emergency Elections:** Due to a plethora of possible reasons (such as, but not limited to officer removals), emergency elections may be called as per the discretion of the troupe director. Thespians must be notified of the election at least 24 hours prior to vote-casting.

**Section 7. Voting:** Voting will be conducted by secret ballot at an official troupe meeting. All ties shall lead to a revote. If the second voting session is inconclusive, the winner shall be selected as per the discretion of the troupe director.

**Section 8. Officer Discipline:** Officers whom fail to perform their duties, act in a manner inappropriate for an officer, or have other issues of misconduct may be assigned demerits, removed from office, suspended from activities, or ejected from the society as per the severity of the infraction and the discretion of the troupe director. Officers must maintain a positive social media presence as they are serving as the face of the organization.

**Section 9.** Officers shall be installed at the last social or program meeting of the school term.

## **Article V. Meetings**

**Section 1.** Meetings are open to students at Dulles High School. If sensitive troupe business must be discussed, only inducted Thespians, honorary Thespians, alumni Thespians, and booster club members may attend, unless otherwise specified.

**Section 2.** At least one meeting or special event of Troupe #241 shall include an open invitation to all students for the purpose of informing and socializing.

**Section 3.** The troupe shall have at least one social event per season (summer, fall, winter, and spring), totaling four in a year.

**Section 4.** The troupe shall cooperate with any other department or club in the school in helping them with their programs in any way it can.

**Section 5.** The Officers of the troupe shall meet the second and fourth Monday of every month. The entire troupe shall meet the second and fourth Tuesday of every month. Rescheduling or cancellations will be agreed upon at least 24 hours before the scheduled meeting (unless by emergency) by the officers and troupe director. All afterschool meetings will begin at 3:00 P.M., unless otherwise specified. The first meeting of the school year shall be determined based upon the school calendar.

#### **Article VI: Conflict Resolution and Discipline**

**Section 1.** Demerits shall be assigned by the troupe director for Thespian misconduct. After 3 demerits, the student will be suspended from troupe activities for a school semester. After 5 demerits, the Thespian shall be dismissed from the troupe entirely. For suspension or removal to be waived, a vote must be taken by the officers and troupe director, with a two-thirds majority vote deciding the pardon. Automatic removal results from major infractions, such as illegal behavior.

**Section 2.** Infractions given a demerit shall include: unexcused absences, excessive (unexcused) tardiness, disrespect of officers or troupe director, misrepresenting the troupe (including, but not limited to, fighting, illegal behavior, etc.), misconduct at Thespian Festival, lack of meeting deadlines, vandalism of the department, theft, noncompliant behavior, and any other infraction deemed appropriate of a demerit by the troupe director.

**Section 3.** In the event issues/conflicts arise between a Thespian and the troupe director that cannot be solved through communication between the two parties, the issue should be resolved by the school administration as indicated in the troupe handbook.