

## **Thespian Troupe # 2329 Bylaws**

**Adopted: April 10, 2018**

### **Article 1: Attendance**

**Section 1.** A student arriving late to or leaving early from meetings or rehearsals without a reason considered valid by the troupe director will receive a demerit.

**Section 2.** Regular after-school meetings will begin at 2:30p.m. and evening meetings at 6:30 p.m. Changes will be posted by the day before.

**Section 3.** Irregular attendance indicates a lack of interest; therefore, any member absent four (4) meetings per school year without a written excuse submitted to any officer or troupe director shall be automatically suspended from troupe activities. The troupe director has sole authority to reverse the suspension.

**Section 4.** Attendance shall be considered in the Thespian points award system.

**Section 5.** Absences shall accumulate for only one school year at a time.

**Section 6.** An excused absence will be granted upon 24 hours advanced, written notice to the Troupe Director, pending validity as determined by the Troupe Director.

### **Article 2: Thespian Points**

**Section 1.** Induction points must be earned over the course of more than one production. In years when there is only one production, this requirement is waived.

**Section 2.** Honor 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.

**Section 3.** It is the responsibility of the student to record work done outside the school's theatre program on a troupe green form for submission to the Troupe Director. Points will be awarded at the Troupe Director's discretion.

### **Article 3: Induction**

**Section 1.** An induction ceremony shall be held at least once each 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.

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

**Section 4.** The troupe director and president conduct inductions. All Thespian Officers are responsible for training induction ceremony speakers, scheduling and rehearsing said speakers, and preparing the stage and induction properties as directed by the troupe director.

**Section 5.** All interested candidates will submit an application at any point during the school year, in order to be considered for tapping.

### **Article 4: Officers**

**Section 1.** Duties: Troupe officer duties are defined below. The troupe director may assign other duties.

A. The president presides at all meetings, appoints all standing and special committees, and directs and supervises troupe activities. Shall be in charge of maintaining points, arranging philanthropic activities, all social outings, and is responsible for the induction of new members. Shall be in charge of the arrangement of induction ceremony.

B. The vice-president presides in the absence of the president and is responsible for the induction of new members. Shall be in charge of the arrangement of the end of the year awards banquet.

C. The secretary keeps the records of meetings and attends to troupe correspondence.

D. The treasurer keeps the troupe's books and pays bills, and may act as business manager of Thespian productions along with the Junior Treasurer, who must be an underclassman and will rise into the Treasurer position the following year.

E. The Historian keeps record of all activities: plays, production dates, casts, crews, and work accomplished. Will also keep a scrapbook of news clippings, posters, programs, etc., which will be completed by the evening of the banquet.

F. The Broadway Cares Rep is responsible for motivating troupe members to raise money for Broadway Cares/Equity Fights AIDS, and will facilitate the collection of funds and maintain accurate record of troupe progress.

G. The Webmaster/Director of Social Media maintains the troupe and Theatre Company's social media presence active, ensuring clear and regular communication of positive activities.

H. Other offices such as publicity chair and TOTS-EAT (Trick or Treat So Kids Can Eat) chair may be added at the troupe's discretion. All officer positions must be listed in the troupe's constitution.

**Section 2.** Requirements for all elected officers are as follows: each student must be an active member of the troupe for at least one school year, and at the time of election must be enrolled in grades 10 or 11 and enrolled in Acting 3, Acting 4, Tech/ProdDes 3, Tech/ProdDes 4 (as long as all sections are in the same class period) for the next school year. Removal of this class from the student's schedule forfeits the officer position. Formal election procedures will be held at the following meeting. **Section 3.** If no qualifying candidate runs for an office, a newly inducted member enrolled in the aforementioned course for the upcoming school year may apply to run for said office.

**Section 4.** Officer candidates must submit a completed Officer Endorsement form to the troupe director prior to the election meeting.

**Section 5.** Elections will be conducted at the ~~last~~ troupe meeting for the next school year.

**Section 6.** Voting will be done by secret written ballot at an official troupe meeting.

**Section 7.** Three members, including one officer, may request a recall election of all or any elected officers. This request must be submitted to the troupe director in writing and state the need for such an election. A special meeting will be scheduled within five school days upon receipt of the request for the purpose of voting on whether or not a recall election is necessary. Two-thirds of the membership is required to mandate a recall election. If a recall election is necessary, election of officers will follow the procedure set in Sections 2-4 above.

**Section 8.** Officers shall be installed at the last social or program meeting of the school term.

### Article 5 : Troupe Activities

**Section 1.** The troupe is not a secret organization. All interested faculty, students, parents, Honorary Thespians, troupe alumni, and administrators are welcome at troupe meetings, with the exception of meetings concerning details of upcoming inductions.

**Section 2.** At least one meeting or special event of Troupe # 2329 shall include an open invitation to all students for the purpose of welcoming potential new program participants.

**Section 3.** The troupe shall sponsor at least one "good neighbor" program a year for the purpose of establishing good relationships with nearby Thespian and Junior Thespian troupes and other dramatic groups.

**Section 4.** The troupe shall cooperate with all other departments and clubs in the school in helping them with their programs in any way it can.

### Article 7 : Conflict Resolution

**Section 1.** 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.

### Article 8 : Maintaining Active Status

**Section 1.** Students will remain active as members of Troupe 2329 for so long as they continue to meet requirements. Only active members will be decorated for graduation; however, all members will be acknowledged as a member on their diploma.

**Section 2.** Demerits will be given for any unexcused absence, unexcused tardy, not wearing requested uniform attire when requested, and any behavioral infraction deemed worthy of a demerit by the Troupe Director.

**Section 3.** Any student acquiring 5 demerits during any semester will be deemed inactive in the troupe, and will be required to re-earn their induction status.

**Section 4.** Students who are deemed inactive will be required to earn their induction status per the troupe's requirements. All points previously earned will go towards their honor status.

**Section 5.** The Troupe Director may deem a student inactive for any reason.

**Section 6.** Students who quit a production or are fired from a production will be deemed inactive.

**Section 7:** Students experiencing a medical or academic hardship may submit an application to the Troupe Director to suspend membership for a semester. Suspension of membership includes *all* Thespian-related, Theatre Company business.

Adopted: April 10, 2018

TROUPE DIRECTOR: Susan Gerdeman	Treasurer: Natalie Halpern
Signature: <i>Susan Gerdeman</i>	Signature: <i>N Halpern</i>
President: Iman Bijou Gebara/ Grayson Clark	Junior Treasurer: Mary Marshall
Signature: <i>Iman Bijou Gebara</i>	Signature: <i>Mary Marshall</i>
Vice President: Autumn Kreidler	Historian: Jamie Orendain
Signature: <i>Autumn Kreidler</i>	Signature: <i>Jamie Orendain</i>
Secretary: Gabriel Arancibia	Broadway Cares Rep: Brenna Oak
Signature: <i>Gabriel Arancibia</i>	Signature: <i>Brenna Oak</i>
Social Media Manager: Adrienne Hairston	
<del>Adrienne Hairston</del> <i>Adrienne Hairston</i>	

Thespian Troupe 2329 Constitution and Bylaws  
Revised April 10, 2018

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

**Section 1. Name:** This organization shall be called Troupe # 2329. The troupe has been chartered by Lyman High School. The charter affiliates it with the International Thespian Society (ITS), a division of the Educational Theatre Association (EdTA).

**Section 2. Purpose:** The troupe is the honors component of the school's theatre program. Its purpose shall be the advancement of standards of excellence in theatre. More specifically, 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. 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, Junior Treasurer, Historian, Broadway Cares Rep and Webmaster/Director of Social Media. Duties shall be defined in the troupe's bylaws.

**Section 3. Elections:** Students interested in leading our troupe will individually apply to the Troupe Director. Applications will be evaluated based on individual merit and dedication, and officer positions will be announced at the next possible group event.

**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, any officer, 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 a vote of two-thirds of the troupe's officers and the consent of the troupe director. Any member requesting reinstatement of participation rights may have them restored with the consent of the troupe director and two-thirds of the troupe's officers.

**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 two-thirds 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 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, or 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.

**Section 2. Procedure:** 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.

Troupe Director Susan Gerdeman

Signature: Susan M. Gerdeman