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Student Handbook

Olathe West High School

Alisha Morris – Theatre Director – ammorris@olatheschools.org

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Department Information

Mission Statement



Production Staff

Alisha Morris

Director/Theatre Teacher
ammorris@olatheschools.org

Art Winter

Lighting & Scenic Designer
awinte0@swbell.net

Tyler Schyvinck

Technical Director
tschyvinck@gmail.com

Darcy Russel

Costumer
darcyrussel@gmail.com

Josh Maday

Sound Specialist
registerednerd@gmail.com

Sarah Spencer

Publicity Manager
skspencer13@gmail.com

Mollie & Maggie Stephens

Choreographers
molliest.d@gmail.com

Wren Royer

Sound Mentor
218goldendog213@gmail.com

Communication

Website – www.owtheatre.com

- This will be our second main source for documents, forms, and ticket sales, but we will not do news updates.

GroupMe – a messaging-based app for students. They can join the 'OW Theatre' group on the app.

Twitter – @OW_Theatre **Instagram** - @OW_Theatre

Facebook – @OWTheatre & Olathe West Theatre Booster Club

YouTube – Olathe West Theatre **School Phone** – 913-780-7180

Theatre Email – olathewesttheatre@gmail.com

Director Email – ammorris@olatheschools.org

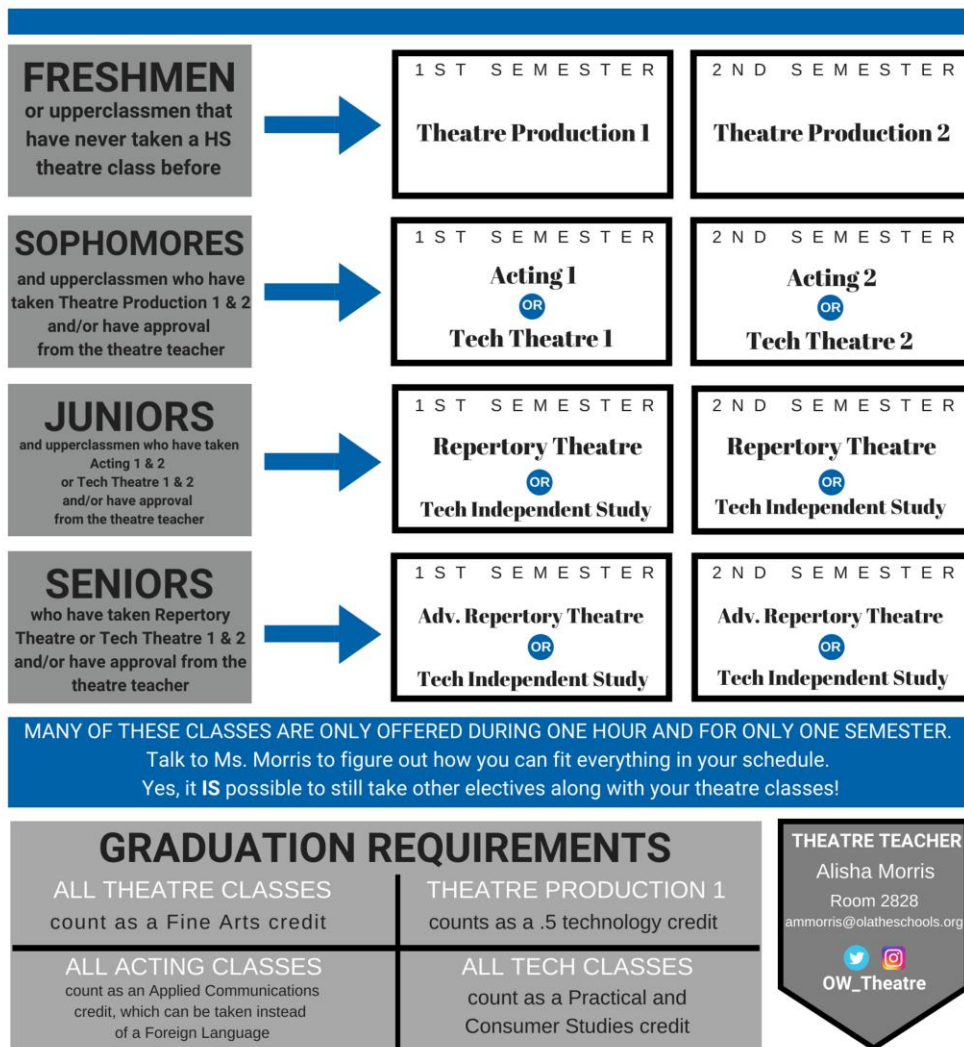
ACADEMIC INFORMATION

Course Offerings & Pre-Industry Track Guidelines

If a student is interested in pursuing a professional theatre career, the student should follow this high school track. If they are unable to get into Theatre Production I & II their freshman year, it is highly encouraged that they take them during their sophomore year. Freshman year is still preferable.



THEATRE TRACK 4 YEAR PLAN



In-Class Behavior and Expectations

During class, students will abide by the three main rules

1. Participate
2. Safe Space
3. KAHFOOTY

Students are expected to participate in activities/exercises at all times while making their peers feel safe and comfortable enough to take risks. KAHFOOTY (Keep All Hands Feet and Other Objects To Yourself) ensures that students are not inappropriately touching each other. Appropriate touching will be allowed if it is necessary for a scene or activity.

Outside of Class Dates and Expectations

Some classes will require outside of class rehearsals and expectations. Repertory Theatre will require several choreography, dress, and tech rehearsals prior to opening night. Other classes may elect to have outside of class rehearsals if deemed necessary for the project. All dates and times will be communicated to class members in advance.

Supplies List

All students should have:

1. A dedicated folder for the class
2. A composition notebook (or similar) for journaling purposes
3. A writing utensil
4. A computer mouse with a clickable scroll wheel (for Theatre Production and Tech Theatre)

Some classes may require additional materials (i.e. Repertory Theatre actors are required to purchase dance shoes). All extra purchases will be communicated in advance.

Physical Disclaimer

Most theatre classes will explore a number of physical positions that may be strenuous. While vigorous physical work that stretches comfortable boundaries is encouraged, please be mindful of 'bad pain' you may experience. Please share any relevant medical information with the instructor at the beginning of the semester, such as previous injuries, operations, conditions, etc.

The nature of theatre classes requires a hands-on approach to assessing and working with the breath, body, and voice. Please email or speak with me if you don't feel comfortable with classmates or the instructor touching your stomach, back, sides, head, neck, arms, legs, or hips. Adjustments can be made if necessary, but human contact is a great instructive tool in locating tension and working toward release, as well as illustrating lessons in breath support. Unless you otherwise request, expect some physical contact.

Questionable Content Disclaimer

While I do my best to avoid questionable content, it is getting harder and harder to achieve that goal in our modern day and age. Students may come across scripts with language, drug references, and/or sexual content while looking for monologues/scenes. Please know that I do not condone participation in these activities. The scripts I have in my library are carefully selected for their literary merit and I believe that the benefits of the dramatic text outweigh the questionable content.

Recommended Reading List

TOP 25 PLAYS ALL HIGH SCHOOLERS SHOULD READ BEFORE THEY GRADUATE

- 1) *Lysistrata* by Aristophanes
- 2) *Oedipus Rex* by Sophocles
- 3) *Everyman* by Anonymous
- 4) *Hamlet* by Shakespeare
- 5) *Romeo and Juliet* by Shakespeare
- 6) *Julius Caesar* by Shakespeare
- 7) *Macbeth* by Shakespeare
- 8) *Othello* by Shakespeare
- 9) *A Midsummer Night's Dream* by Shakespeare
- 10) *Doctor Faustus* by Christopher Marlowe
- 11) *Tartuffe* by Moliere
- 12) *The Miser* by Moliere
- 13) *The Importance of Being Earnest* by Oscar Wilde
- 14) *Three Sisters* by Anton Chekhov
- 15) *A Doll's House* by Henrik Ibsen
- 16) *Pygmalion* by George Bernard Shaw
- 17) *Long Day's Journey into Night* by Eugene O'Neill
- 18) *The Glass Menagerie* by Tennessee Williams
- 19) *The Children's House* by Lillian Hellman
- 20) *A Raisin in the Sun* by Lorraine Hansberry
- 21) *Fences* by August Wilson
- 22) *The Crucible* by Arthur Miller
- 23) *Death of Salesman* by Arthur Miller
- 24) *Who's Afraid of Virginia Woolf?* By Edward Albee
- 25) *American Buffalo* by David Mamet

CLUB INFORMATION

International Thespian Society & Drama Club

The Olathe West Theatre Department charters a division of the International Thespian Society (Troupe 8599). The International Thespian Society is the largest educational theatre organization in the world. Each US state has their own chapter (i.e. Kansas Thespians). OW Theatre students who are active members of Drama Club and productions at OW are invited to "become a Thespian" by joining Troupe 8599 of the International Thespian Society. Students must earn 10 thespian points by participating in Drama Club events and acting or doing tech for shows at Olathe West.

Induction Requirements

Students must meet the following criteria to be invited to the Thespian Society:

- 1) Earn 10 Thespian points
- 2) Pay a one-time induction fee

2021-2022 Thespian Officers

Emily Heflin
President

Leo Steger
Vice-President
(Service Chair)

Isaac Lowe
Secretary
(Fundraising Chair)

Mary Kueter
Publicist/Historian
(Social Chair)

Lexi Heideman
Advocacy Chair
(assists Social Chair)

Officers are inducted Thespians that are voted upon by their peers at the April Drama Club meeting

Thespian Advocacy Expectations

Inducted Thespians of Troupe 8599 are expected to participate in extra theatre advocacy events. Such events include but are not limited to: attending area middle school shows, attending area high school shows, attending athletic events and performing arts concerts to support fellow Olathe West students.

Kansas Thespian Festival (Thespys, scholarships)

All students are invited and encouraged to attend the Kansas State Thespian Conference in January. This is a wonderful conference that features many workshops, performances, and guest artists that will help all theatre students grow. Inducted Thespians are also allowed to participate in **individual events (Thespys)** and compete for **college scholarships** their senior year. Students that receive all “superior” ranks on their individual event will be eligible to compete at the International Conference. Categories for individual events (IEs) are as follows:

Performance Thespy Events:

Monologue Duet Acting
Group Acting Solo Musical Theatre
Duet Musical Theatre Group Musical Theatre

Technical Thespy Events:

Costume Construction Costume Design
Lighting Design Scenic Design
Short Film Sound Design
Stage Management Theatre Marketing
Hair/Makeup Design Playwriting

International Thespian Festival

Students that receive all “superior” ranks at the state conference will be eligible to compete at the International Thespian Conference (ITF). We will *only* take students to this conference who have qualified in an individual event or are performing/teaching a show that we bring to the conference.

Lettering Requirements

Students that meet the eligibility of Thespian induction will letter in Theatre. However, these students do *not* have to pay a fee to letter. So, a student could receive a letter in theatre, but elect to not pay the fee for Thespian induction. Students who are already inducted into the Thespian Society may receive a letter if they earn 10 points during the current school year.

PRODUCTION INFORMATION

Code of Conduct: Professional Ethics

Punctuality: Plan for anomalies that may disrupt your arrival time by arriving early. Actors and technicians are expected to be in position, ready to go at the beginning of rehearsals.

Notes: When you are given notes, always be gracious, even if you disagree. Say “Thank you” after every note.

Gossip: You know it’s wrong. Leave the drama at home.

Quiet: Keep the noise level down when backstage and in rehearsals. Voices carry. Absolutely no talking in the wings.

Props: Always check your props before each show. NEVER TOUCH A PROP THAT’S NOT YOURS.

ACTORS

- Honor your commitment to the show
- Dress appropriate. Wear the right shoes.
- Always give your best possible performance
- Do not cut/color your hair or change your appearance
- Take proper care of all costumes and props
- Be on time for rehearsals and performances
- Be respectful of the theatre. Do not leave trash.
- Fully cooperate with the SMs and Ads
- Respect technicians. They’re not your slaves.
- Notify Director or SM if you will be late or will miss a rehearsal BEFORE rehearsal is scheduled to begin

TECHNICIANS

- Honor your commitment to the show
- Be on time for work nights and rehearsals
- Be respectful of the theatre. Do not leave trash.
- Take proper care of all tools/equipment
- No headphones while working
- No horseplay in the shop or in the theater
- Always follow safety protocol
- Fully cooperate with Tech Director, SM, ADs & Designers
- Respect actors. They’re not that bad.
- Notify Director or SM if you will be late or will miss a rehearsal or work night BEFORE it begins

RESPECT

For Directors... they can cast you again (or make your life miserable)

For Crew... they can hurt you

For Designers... they can make you look stupid

For Other Actors... they can upstage you

For yourself... Value your contribution to the show by taking care of yourself. Keep healthy and be safe

Digital Citizenship

Being a member of a cast and crew means that you are a part of a team. It is your responsibility to do everything in your power to cultivate a positive, professional environment. As a member of this production, you must agree to allow Ms. Morris to check your phone, specifically group messages, if there is reasonable belief that destructive or negative conversations are occurring that are impacting the rehearsal/show environment. This extends to all social media platforms. Posting inappropriate content such as, but not limited to, swear words, alcohol or drug use, negative comments about peers, directors, department, school, etc. will result in removal from the production and potentially the department. This is up to the discretion of the director. If you have any questions about this, please contact the director before signing your production contract.

School Substance Abuse Policy

Students will not use or possess tobacco, alcohol, illegal drugs, or substances that are dangerous to a student’s health. The use, distribution, or possession of tobacco (including electronic cigarettes and vaping devices), illegal drugs, and alcohol, on or off school property, will be considered a violation of published policy during the time the student is a member of the OW Theatre department. Violation of this regulation will result in removal from the production and possibly the department. Students will also be required to sign an Olathe School District Substance Abuse Agreement form.

Attendance/Absence Policy

Students will be excused from rehearsals/work nights if it was previously listed on their conflict sheet. A student is allowed three unexcused absences (this includes absences due to sickness, emergencies, etc.). On the third unexcused absence, the student will be warned that they may be dismissed from the production. This includes if a student (actors included) signs up for a construction work night and does not show up. If a student realizes that they cannot make the work night, they must cancel within 24 hours to avoid penalty. This rule will be enforced for both actors and technicians.

Cell Phone Usage

When you are at rehearsal or a work night. Put your phone in your backpack and keep it there. If you are not being used in a scene at the moment, use the time to work on your lines or homework. Social media can wait. Absolutely no headphones while working in the shop.

Dress Code

While working in the shop: must wear close-toed shoes and pants (no skirts/dresses). Hair must be pulled back. Actors: you may be asked to wear certain clothing or shoes. Please be fully dressed in rehearsal attire by the time rehearsal begins.

Financial Obligations

Actors and technicians are required to submit a “production fee” to help offset production costs. The fee varies from show to show. There are other optional merchandise items for purchase (t-shirts, program ads, etc.) If a family is unable to afford the production fee, please notify Ms. Morris and we will get you taken care of.

Fundraising Expectations

Students may be required to participate in fundraising events, especially if the show is going to potentially travel to a conference or go on tour. Students will typically benefit from their fundraising involvement by earning Thespian points and sometimes discounts of conference fees.

Tech Hours Expectations

All actors are required to serve 2 tech hours during the production run. This is to help the actors gain additional experience and to help offset the workload on the crew. Actors are required to sign up for a work time in advance. Failure to show up to a signed-up work slot will result in an “unexcused absence” on the attendance log.

Academic Expectations

Students are expected to have passing grades at all times. Students who are currently failing a class will be benched until the grade is brought up. If the grade is not able to be brought up in time, they will be dismissed from the production.

Complimentary Tickets

All students will receive 1 complimentary ticket to the show to give to a friend or family member.

FIELD TRIPS

Approval Forms

Parents/Guardians will be required to sign a field trip permission slip for every trip the student takes. Students who do not submit the permission slip on time will not be permitted to attend the field trip.

Behavior Expectations

Students are expected to be on their best behavior during field trips. They should always remember that they are representing Olathe West and, specifically, our theatre department. Other theatre groups may act silly, immature, and crazy, but the Olathe West Theatre Department does not act this way. OW Theatre students will do the following:

- Keep phones out of sight and turned on silent while in a show or workshop
- Be silent in hotel hallways (other people are at the hotel rather than just us)
- Be respectful of all tour guides, representatives, and/or guest artists
- Be respectful of the space by not partaking in graffiti, litter, or destruction
- Stay awake during all performances and workshops
- Avoid talking about a production until we are on the bus or are far enough away from other audience members
- Practice proper theatre etiquette

PARENTS

Parent Pick Up Time

We ask that parents please respect the rehearsal schedule and the director's time by picking up students no later than 15 minutes after rehearsal ends or upon return from a field trip. All rehearsal end times will be indicated on the Master Rehearsal Schedule and all changes will be notified to the cast and crew.

West Thespians Booster Club

Parents are encouraged to join the West Thespians Booster Club. The goal of the Booster Club is to help raise funds for the theatre department, support students during tech week/show week by providing food and snacks, and to help the department in any other way possible. An application and application fee is required to join. All paying members will be eligible to vote on West Thespians matters.

Parent Volunteer Opportunities & Show Week

Parents are welcome to participate and volunteer on various crews that will be offered in the parent packet. However, we do ask that parents do not come backstage during tech week or show week. We try to produce shows that are completely student-run by tech week. Please help us honor this commitment.