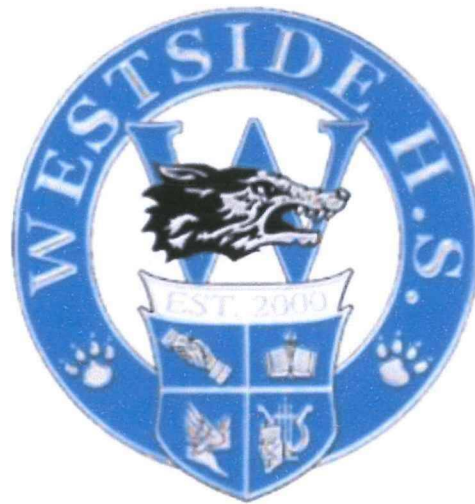


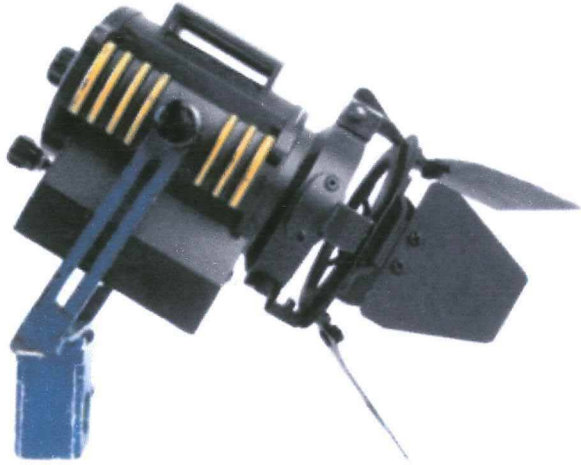
WESTSIDE HIGH SCHOOL

T-PRO



2017-2018
Parent and Student
Handbook

Important Information



Telephone Numbers

Theatre office
713/ 556-5262

Westside Main Office
281/920-8000

School Fax
281/920-8059

School Address

14201 Briar Forest Drive
Houston Texas 77077

Directors

Theatre Chair--Mr. Anthony Wallin
Theatre Assistant--Mr. Anthony Nieves



Thespian Officers

2017-2018

Emily Torrance

President

Anna Ellis

Vice President



Karenn Mudd

Secretary

William Coronado-

Cruz

Treasurer

Amenda Khoei

Historian

Sydney Dunlap

Historian

Maddie Smith

Deputy

Chloe Garfias

Deputy

Alonie Riggins

Deputy

Point EDUCATIONAL THEATRE ASSOCIATION SHAPING LIVES THROUGH THEATRE EDUCATION Goals

10 pts

Induction into the National Thespian Honor Society

Thespian Chord to wear at graduation

30 pts

A "Letter" in Theatre for WHS

60 pts

Honor Thespian
Name on the Honor Wall
Name in every program we perform

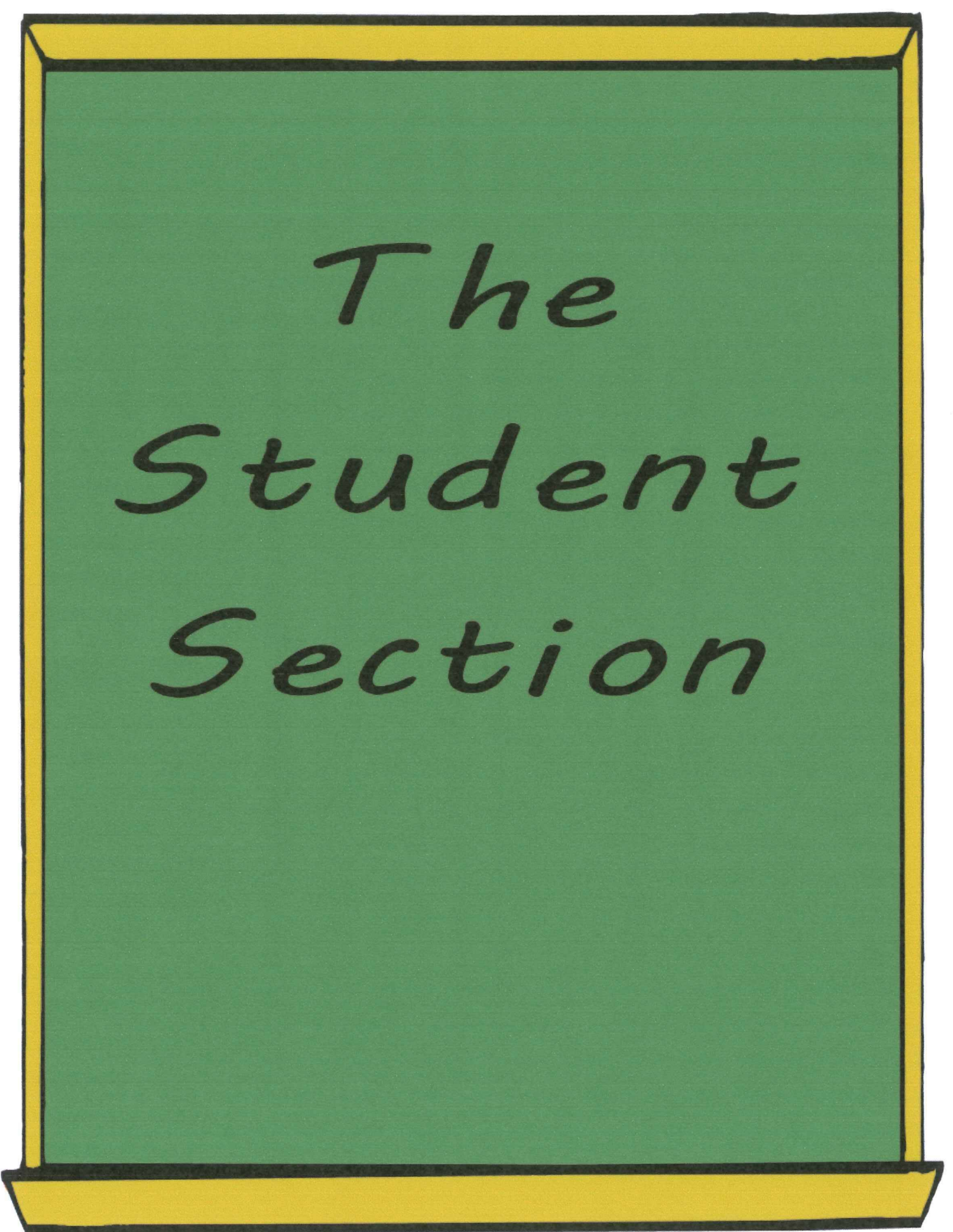
120 pts

Honor Bar Thespian

180 pts

Double Honor Bar

The highest honor to be earned here in the WHS Theatre Company



*The
Student
Section*



Students: Do's and Don'ts and everything else

ON THE FOLLOWING PAGES WE WOULD LIKE TO ANSWER SOME OF THE MORE OFTEN ASKED QUESTIONS WE RECEIVE FROM OUR STUDENTS, AS WELL AS REVIEW SOME OF THE PROCEDURES THAT EVEN OUR MOST EXPERIENCED COMPANY MEMBERS FORGET SO THAT YOUR TIME IN TPRO IS A PLEASANT AND PRODUCTIVE ONE.

1

YOU are responsible for educating your family and friends. This company is built on professional responsibility and it now falls on you to make sure that your parents and friends are aware of our expectations.

Responsibility

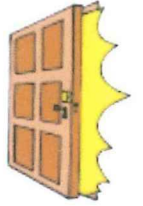
2

Please remember that rehearsals are closed to everyone outside of the WHS Theatre Company. Do not invite your family, friends, boyfriends, girlfriends, rides or significant others to attend rehearsals. We will ask them to leave and hold you responsible.

SORRY...
Closed

3

Please inform all of your family and friends who wish to attend a performance that we do often sell out. To insure their ability to see you on stage, have them purchase their tickets early. These tickets are only good until 7:30. At that time we sell the remaining empty seats to those in the stand by line. Audience members arriving late are not allowed into the theatre after a performance has begun.



4

One performance in each run of a production will be designated as "Picture Night." After that performance do not get out of your costume and be prepared to spend another hour in the theatre while we set up approximately 24 photos for your family and friends to take. This is the ONLY time photographs are to be taken of you on stage.



5

Absolutely NO ONE other than company members are allowed backstage before, during, or after a performance. Do NOT invite them backstage!



6

We are unable to "hold" unpaid tickets. We will, however, be happy to place tickets purchased on "Will Call" for your family and friends to pick up at the door before the performance. LOST tickets cannot be replaced or refunded.



7

In order to attend a production, company members must purchase a ticket. If you are working house, you will not have a seat if the performance sells out. Please remember that the community's interactions with the house crew is how they will initially judge our program and Westside High School.



8

Cell phones should not be out during class and put on SILENT during rehearsals



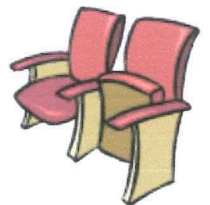
9

The Theatre Office is a work area for the directors. It is NOT a hangout, rest area, work area, or a locker for the students



10

The areas in the theatre in which the Company is ultimately responsible are large. Please keep these areas cleaned and well maintained. You are not to be in them without supervision. If you happen to see suspicious individuals in these areas, please tell one of the directors immediately.



11

Do not borrow items from the prop room, costume shop, makeup cabinets or shop without asking a director. Props used in a show belong to the Theatre Department; they are not yours to take home as a souvenir.



12

Please be aware of strangers in the Theatre Areas. In the past we have had expensive items stolen and our areas vandalized. Be smart with your phones and personal items during rehearsals.



13

Being a member of the WHS Theatre company is a privilege. By accepting membership you have chosen to represent this Company and Westside High School in the highest possible standard. When attending events outside of WHS, please be on your most professional and respectful behavior. Our Company's reputation is important to all of us.



14

In TPro, we have a very active Big Brother/Big Sister organization. Please remember your theatre siblings by purchasing ads, wishing them well in productions, remembering their birthdays, and supporting them as they produce good work for the WHS Theatre Department.





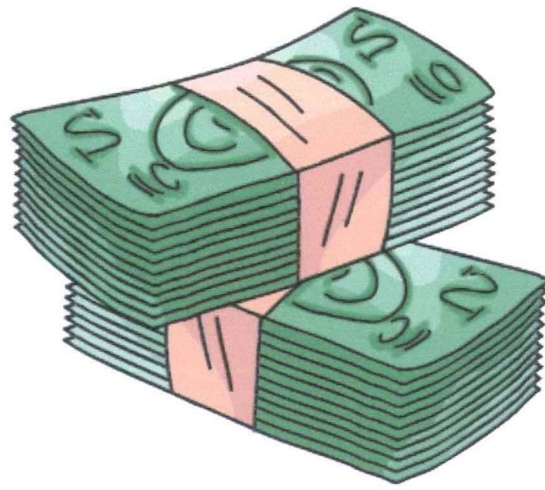
college recommendations

Mr. Nieves and Mr. Wallin will be happy to write you recommendation letters but please observe the following guidelines in order to insure they are completed.

Step 1) Include all the necessary information for the recommendation: Your name, address of the school or scholarship committee, whether it is a general recommendation or a theatre recommendation, all forms that need to be completed AND a stamped addressed envelope.

Step 2) Give us AT LEAST A FULL WEEK (and preferably two) to get the recommendation in the mail. Remember....most of the college recommendations are all due during the same period of time so do not put it off.

Step 3) Continue to politely remind us until we tell you it has been sent.



**For the second year in a row,
the Booster Club of the WHS Theatre Department
will offer**

2

College Scholarships

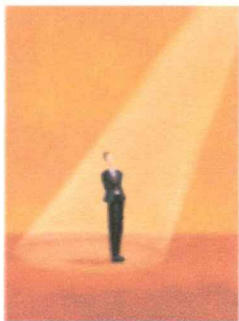
for seniors

**continuing their theatre education in college.
Applications will be available in the spring**



AUDITIONS

Most of the T-Pro play auditions will be held within the Theatre Production Class. These usually take several days. The director will ask you to fill out an audition form and on it you will be asked to select the roles you want to audition for and which roles you would accept. You will not be cast in a role that you do not indicate you would accept.



Once you have been accepted into the Westside High School Theatre Production Company you have actually made the call back list for every show our company performs. First auditions typically are used to separate the talent and potential from those without. By the mere nature of being in the company assures us that you have talent.

Tips:



- 1) Read the whole play before auditioning
- 2) Don't be shy about getting onstage to audition. Take every opportunity to show us something
- 3) Be different...from yourself, from others, and try and be different each time you go on stage to audition
- 4) Dare...take chances...try interesting things...theatre is not safe
- 5) Never disrespect another auditioner!

REHEARSALS

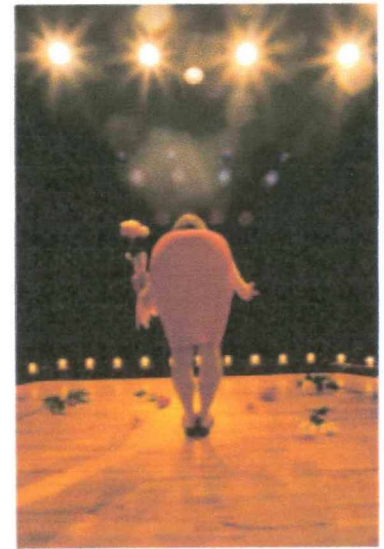
Rehearsals for the Company occur both in class and after school. Most plays are rehearsed primarily in the class time allotted at first, and then nearer the performance date are scheduled after school. There are productions, however, that are extensively rehearsed after school. Please inquire for a rehearsal schedule to check your conflicts and availability before auditioning for a given production.

REHEARSAL EXPECTATIONS



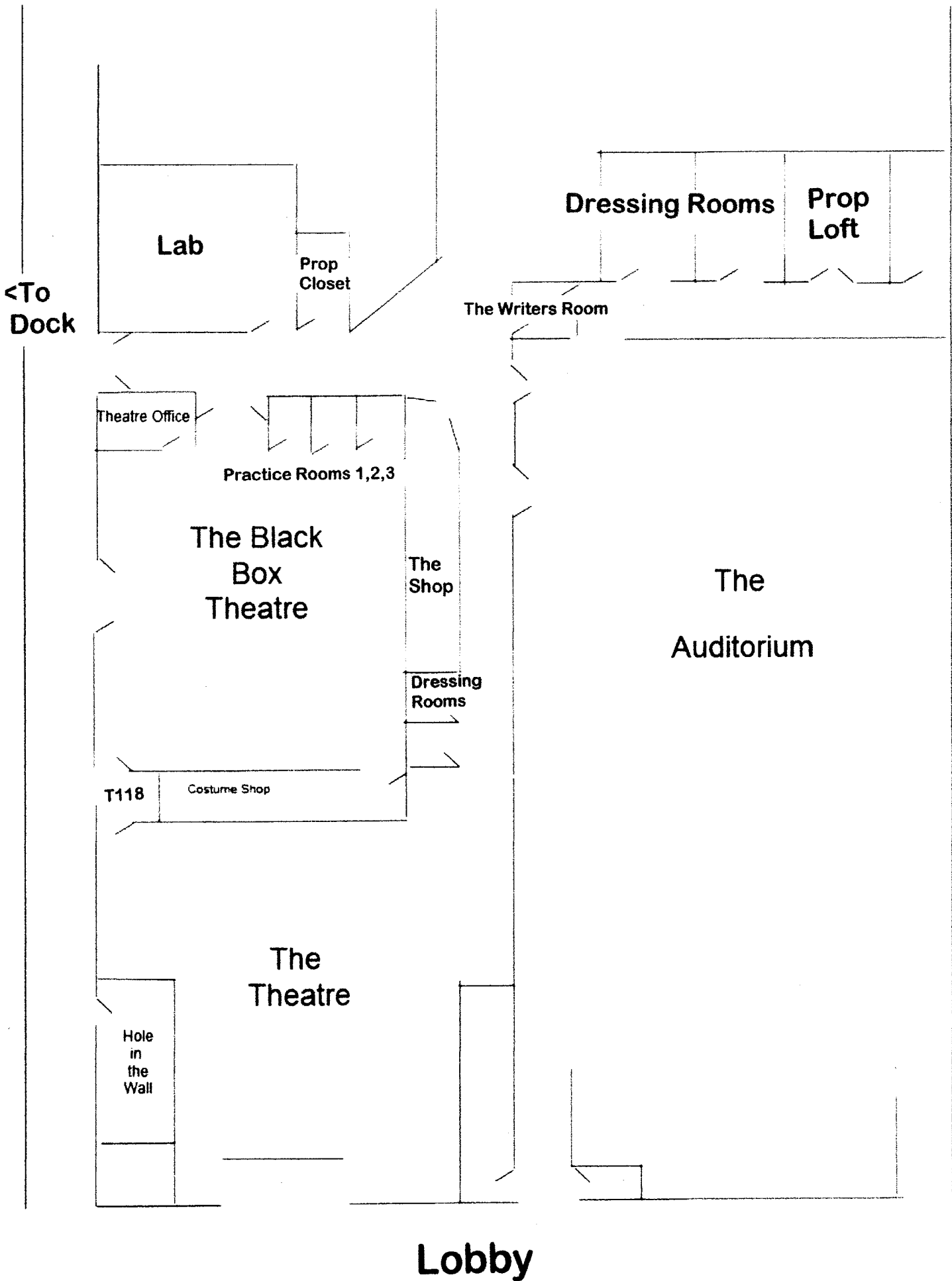
- 1) Be on time!!!! That does not just mean for you to be in the room at call time, but rather, when call time occurs, be ready to work. Have your food eaten, your phone off, your script in hand and be prepared to start immediately.
- 2) Always Always Always bring a pencil and something to write on.
- 3) Dress for rehearsal. Wear shoes reasonable for your character right away. If you wear a skirt to school please bring shorts or a change of clothes.
- 4) Props are for the show. Do not play with the props, eat the props, or move the props unless it is part of the rehearsal process.
- 5) Remember, productions are a team effort....personality conflicts affect the quality of the show and everyone in it. It is to your advantage to infect a positive and trusting environment with all of your colleagues in which you have to share the stage.
- 6) The stage manager is the voice of the director. Always treat them with the same respect you would give Mr. Nieves and Mr. Wallin.

PERFORMANCE



The following are some points to remember about the actual performances that we do here at WHS.

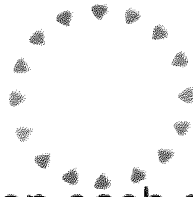
- The first performance is actually the dress rehearsal. The cast and company should treat it as such.
- There is a set routine in preparing for a performance. **THIS IS IMPORTANT.** Call time is normally two (or more) hours before the actual curtain. The regimen of getting the cast into costume and makeup together, warming up together, and having a circle together is important. Theatre is a team effort.
- There is **NEVER** a good reason to skip warmups. Never!
- **NOTHING** should happen on stage that has not been directed or approved of by the director. This can have serious ramifications!
- Remember, ultimately the whole evening is about the audience....not about the performance.
- A performer is **NEVER** seen by the house in costume and makeup. Remove all before going out and greeting your family and friends. If you need something from the front of the house, use your house crew.
- When a performance has ended, your job has not. You will not be excused until you have hung up your costume, cleaned your work area, and checked in your makeup.
- When the production has finished, please take all of your personal items home. During the course of strike, things will get stored quickly. Anything left over 48 hours will be claimed by the theatre.



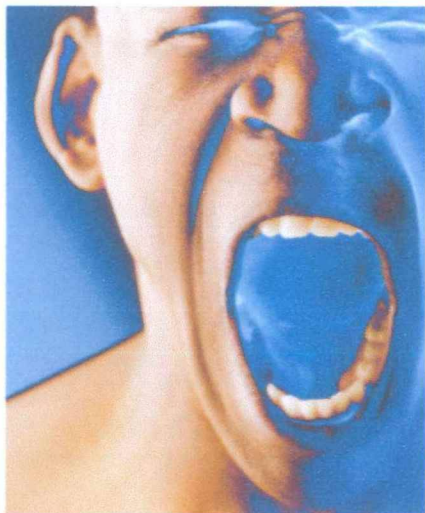
The Circle

Tradition

For each performance the WHS Theatre Company has a tradition of the cast and crew joining together just before curtain in a ritualistic circle. So that you are not totally lost and castigated by the longtime members of the company, here are some important tips.....



- Join hands with those on each side of you by crossing your hands in front of you with the right hand over the left.
- Traditionally the director is flanked by the stage managers.
- To "close the circle" the director will grab the last open hand. Everyone will take a deep breath and bend over hissing. You only get one breath...no cheating. When you have run out of air stand up.
- To request to speak, place your foot out in front of you and wait to be called on by the director.
- Never speak in the same circle twice.
- To applaud, simply shake your hands up and down.
- Never "critique" during a circle.
- At the end of the circle, we will repeat the hissing tradition. When the director bends over he will squeeze one of his hands. That person will then squeeze their other hand. The squeeze should then go quickly and completely around the circle until it gets back to the director. (if it doesn't, it is considered a bad omen for the performance to follow)
- And most important....NEVER NEVER NEVER NEVER break circle....do not let go of the hands you are holding until the director does. (This is considered VERY bad luck for the run of the show)



Tips on how to not get in trouble

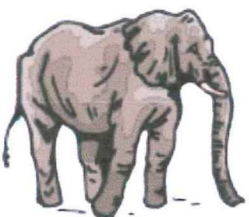
The following helpful hints were generated by theatre students to help those new to the company succeed.

- Clean up after yourself. If you eat at rehearsal, throw your mess away
- Be welcoming to all company members. Avoid cliques
- Learn your lines on time. The earlier a cast gets off-book the better the show is
- Never leave your script on stage or in the theatre after rehearsal.
- Never sit through a critique without something to take notes on
- Do not use the Black Box as a locker.
- No one has just one job. If your task is finished, go help someone else
- Support EVERY show
- Own your mistakes.....don't make excuses or try to shift the blame.
- Strike is for everyone!
- Gossiping is for middle school
- This is an all-inclusive environment. Language aimed at differences will not be tolerated by anyone!
- Do not be late...to class, to rehearsal, to performances.



SUPERSTITIONS

- Never wish anyone "good luck" That's bad. Instead tell them to "Break a leg"...which is good
- Never mention the name of that Shakespearean Scottish play..you know the one...That is extreme bad luck if said back stage. If you do, you must turn around three times and spit over your shoulder
- Whistling backstage is taboo. Clapping backstage is also said to bring bad luck
- Bad dress rehearsals are said to bring good opening nights.
- If an actor's shoes squeak while making his first entrance, it is a sign he will do well
- Cats are considered good luck to an actor although a cat running across the stage is said to doom a performance
- If a costume hem catches on a piece of scenery, the actress should kiss the seam for good luck
- Flowers are NEVER to be given before a show...only after
- There is a closing night tradition in many theatres of bringing "found" flowers to the director
- It is bad luck to look in a mirror over the shoulder of another actor
- Ostrich, paintings of ostriches, and ostrich feathers are all said to bring bad luck to a theatre
- Before making a first entrance an actor should be pinched for good luck
- In many theatres, the last line of the play is never spoken until opening night.
- Another bad omen for a play is if a makeup box or kit gets knocked over
- Occasionally "white elephants" are given from an experienced actor or actress to someone new to the theatre. These unique gifts (they do not have to be elephants) are meant to bring good luck to the recipient until that time when they have become an experienced actor or actress themselves. It is then the tradition for them to pass along that same gift to yet another new member to the theatre.





Early in the year, our coach from the Comedysportz High School League will conduct auditions for the 2017-2018 CSZ team.

This is a big commitment

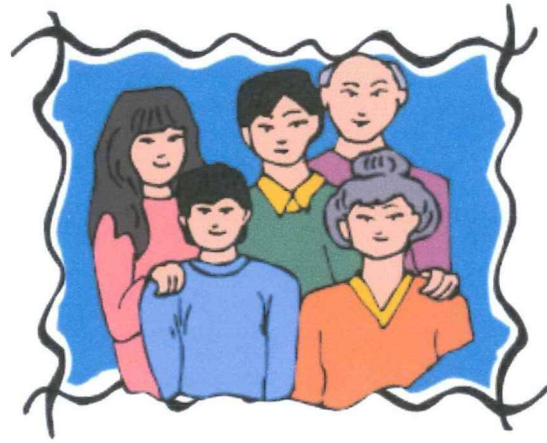
Team members will be required to attend a convention of performers in Katy early in September and again in January.

There will be required practices with the coach throughout the year.

We will perform/compete 15 or more times throughout the year including 8 matches at area schools.

If you are selected for the team, there is a fee for the performer which will include jerseys, the league fee, and hospitality for all of the matches.

Other uniform items may have to be purchased seperately



*The
Parent
Section*



Parents: Do's and Dont's and everything else

On the following pages we would like to answer some of the most often asked questions from our company members parents as well as to make you aware of some of the procedures that are a part of the Theatre Production Company at WHS.

1

Please, do NOT plan on videotaping the performances here at WHS. Beyond the logistical and practical reasons, videotaping a live play is illegal and against US copyright laws. We are allowed to make a single archival copy of our performance but we are not allowed to sell copies of these recordings.



2

Westside High School Theatre rehearsals are closed to everyone who is not a member of the company. It is our experience that our students work much better and are less distracted in this environment. Please do not plan to attend a rehearsal but instead wait until opening night. Then feel free to come to as many performances as you wish.



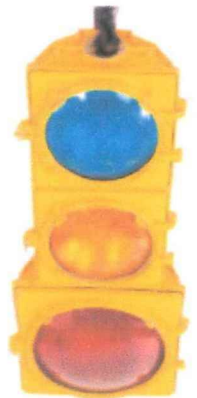
3

Photographs, whether they originate from a camera or a smart phone, are extremely distracting to the actors and the audience and can be dangerous. **INSTEAD**, for each performance we will have an organized **PHOTOCALL** evening. After that performance, the students will set up approximately 24 pictures for you to take. Photocall generally takes less than an hour.



4

No Parents or friends are allowed backstage before, during or after a performance. This is for the safety of your child and of all the children working the production. If you have an emergency where you need to get a message to your child backstage, the director or any house crew member will assist you.



5

We instruct our students to silence their phones during rehearsals. Please be aware of this so that you do not expect immediate replies. Audience members are instructed numerous times to silence their cell phones. Please be sure to set this example.



6

You may be asked at times to loan props to the theatre for performances. Please do not loan anything of value. Although we try our best to take care of such items while we have them, these are student actors. Teenagers can be rough on even the most durable items.



7

We are unable to HOLD tickets without them first being paid for. Purchased tickets can be held at "Will Call" for pick up at the door. PLEASE BUY YOUR TICKETS EARLY. Our shows tend to sell out. We cannot "squeeze you in" or "let you stand in the back" We have a Fire Marshall to answer to.



8

Our shows are scheduled to begin at 7:30. Any ticket purchased is only valid up to that point. At 7:30 we begin seating the stand by line until every seat is taken. THERE IS NO GUARANTEED LATE SEATING. Due to the set up of the Black Box Theatre, once the doors close and the performance has begun, it is difficult and almost impossible to seat you. In most circumstances you will have to wait until intermission to be seated if any seats remain.



9

Most of our rehearsals occur during class time although there are productions that have more after school rehearsals than others. A tentative rehearsal schedule should be available shortly after the cast has been posted. As a general rule, the Varsity Company rehearses longer and later than the JV Company.



10

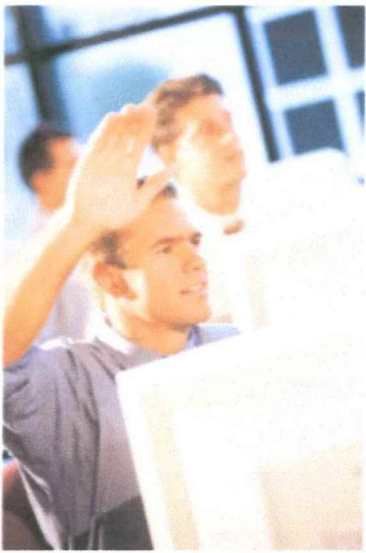
Several times throughout the course of the year we will have what we call "Tech Days." These are VOLUNTARY evenings where we invite any company member to come and help us build, paint, organize, hang lights etc... Students can come or go on their own schedules but some will work quite late into the evening.



11

For every production we have several OPTIONAL items for sale. Show Shirts generally go on sale in advance of opening night. If you want one (in addition to your child), please send in your money and shirt size. Advertisements and "Shout Outs" are sold for placement in the playbill. These can be as formal as a standard advertisement for your business or as informal as a shout out for your son or daughter.





Join Theatre Boosters

WE NEED HELP!!!!!!!!!!!!!!

If you want to be involved in the productions here at WHS there are numerous ways in which to become involved. Below is a short list of ways we often NEED assistance in any production.

We would love to have your involvement.

- Cater food or snacks for our longer rehearsals
- Work in THE HOLE IN THE WALL (our concession booth) during our shows. We have a small handful of parents who do this for every show but they definitely NEED your help
- Be a shopper. The day of opening night is often frantic and often need someone to go off campus and buy perishable props like food or flowers.
- Trip chaperones.

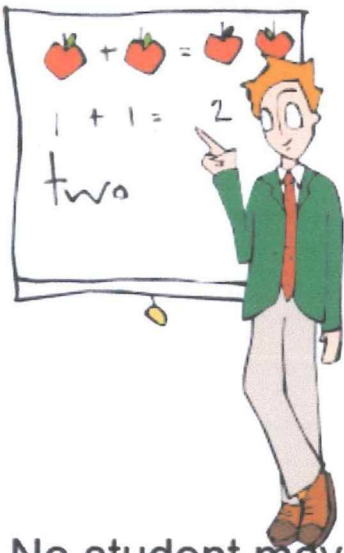
We have a small but VERY ACTIVE Parent Group....if you want to assist please contact me and I will put you in touch with them!

\$ Expenses

Although we have a material fee, this money is not used to put on the productions at Westside High School. This money is used directly to purchase items for your son or daughter. These include a Theatrical Makeup Kit, a Company polo, and a company T-Shirt.

There are other OPTIONAL expenses that may occur throughout the year. These may include...

- Show Shirts
- Program Ads
- Show Tickets
- Thespian Dues
- Field Trips
- Comedysportz



ELIGIBILITY

ELIGIBILITY RULES:

No student may participate in any extra-curricular activity who has not earned a 70 or better in each and every class he/she is enrolled in during the previous six weeks. (Certain AP and PREAP classes are exempt from this state law but in these situations it is ultimately the director's decision.) It is simple, if you do not maintain your grades you will not be able to perform on stage and your position in the company will be jeopardized. THERE IS NO NEGOTIATING ROOM FOR THIS....IT IS STATE LAW.

REGAINING ELIGIBILITY

If after three weeks, an ineligible student is passing ALL of his/her classes on their printed progress report, they may resume their participation in an extra-curricular activity. If however, they have been replaced in the cast at the time of their ineligibility, they will NOT be given their part back but instead be relegated to the role of understudy.

PARTICIPATION

An ineligible student will need to participate in the production of the play by accepting a backstage position during class. Ineligible students cannot head a crew or work backstage during a performance.



Going on Probation

Although it is never our desire to pull an actor/actress from a show or from a series of productions, sometimes situations exist where we have little choice. Below are some of the reasons where we might be forced to remove an actor/actress from a cast that is currently in production

- academic ineligibility
- excessive absences
- habitual tardiness to rehearsals
- Pervasive personality conflicts
- owes the theatre department money

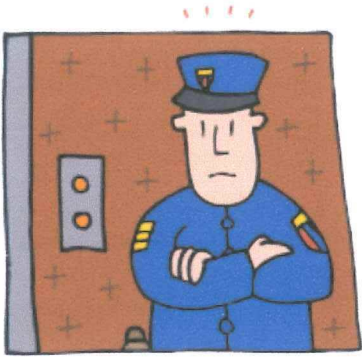
ALL FIRST YEAR THEATRE PRODUCTION MEMBERS START ON PROBATION:

Being a member of this company is a privilege, not a right

Probation

A formal probation of 12 weeks could be administered where a student would not be allowed to perform due to:

- 12 straight weeks of academic ineligibility
- Personality conflicts affecting the company
- WHS disciplinary action
- Performing non-directed inappropriate material onstage
- Excessive absences



EXPULSION

If after being placed on probation, the problems remain OR if the student violates one of the rules outlined below, the WHS administration will be asked to remove the student from the Theatre Production Class. These reasons may include but are not limited to:

- **18 weeks of academic ineligibility**
- **Continued and pervasive personality conflicts**
- **Alcohol or drug use**
- **Actions that betray the trust or confidence of the company including theft, cheating or plagiarism, inappropriate sexual conduct, fighting, violent behavior**

Expulsions, although very rare, can and do occur. Mrs. Boffone and Mr. Wallin are committed to establishing a safe and trusting environment in our theatre. Students expelled will not be allowed to audition for the company for the following school year.

WHS-TPRO

Honor Thespians

Richard Coffman
Will Todd
Madeline Currie
Kara Safelv
Hassan Tawfia
Jacquelyn Shannon
Stephanie Patterson
Andrea Gibson
Brett Wilson
Lindsey Ball
Courtnei Martin
Alex Dubinskaia
Kat Penland
Dominic Maneen
Brittany Charlton
Katie Gibson
Caroline Mannina
Julie Reves
Jonathan Gentsch
Cassie Maneen
Max Robertson
Lauren Coleman
Katy Wicker
Lorelei Hubbard
Caroline Kent
Jodie McDonald
Joshua Bustamante
Olivia Lammers
Kye Cockerham
Nick Thompson
Katie Olivier
Haley Pickens
Juan Echavarría
Natalie Rial
Walker Metyko
Juliette Mudd
Tre Dangerfield
John Rhoden
Sommer Henderson
Maxwell Metyko
Chauncey Williams
Katlin Webb
Valeria Bringas
Adalet Turanli

Matt Garrett
Rachel Merritt
Ashlev Wilson
Leiah Bernard
Amanda Nohr
Sarah Conlan
Jenev Penland
Melania Melikian
Paul Trout
David Baron
Adrian McCall
Maura Fortner
Whitney Cole
Sergio Anael
Winfred Fields
Jake Joraensen
Robin Murdoch
Michael Maniscalco
Gabby Viail
Christine Wines
Katie Orr
Alicia Dvkema
Carl Ebling
Max Hummel
Tyler Hansen
Jacourtnev Williams
A J Ahmed
Andrea Ontiveros
Camille Carter
Trev Curtis
Morgan Brochu
Kiely Alfieri
Anais Saenz
Zeynep Turanli
Simon Simonian
Hannah Lykins
Margaret Obot
Hannah Henderson
Ana Kephart
Stella Moger
Sofia Hernandez-Mendoza
Savannah Mulvey-White
Sarah Harris
Demarcus Dillard

Jaclyn Suffel
Stephanie Earale
Kvrstal Haves
Larrv Sarahan
Justin Odom
Rickv Girardi
John Burden
Nathan Hord
Shirlev Chen
Larry Hunt
Alexa Crenshaw
Michael Letko
Lauren Jett
Emily Brill
Alexis George
Sura Karralli
Kellan Peavv
Micah Head
Alex Laird
Isadora Italia
Patrick Bushnell
Kimberly Dvkema
Alex Oriani
Evan Marks
Miraida Gutierrez
Trav Duplessis
Elizabeth Malone
Hvde Fanale
Erica Schomer
Annie Havnes
Nicole Zimmerer
Emma Center
Natalie Jaramillo
Seræ Halliburton
Kurt Hummel
Lydia Nassab
Matt Grabowski
Avery Valdes
Chris Boggs
Ally Center
Boris Ivanov
Elizabeth George
Skylar Bantz
Jacob St. John