

OREGON THESPIANS

Standard Operating Procedures

NAME: The name of this organization shall be OREGON THESPIANS, a division of the International Thespian Society and the Educational Theatre Association and is bound by that organization's by-laws and philosophy.

PHILOSOPHY: OREGON THESPIANS is an honorary organization for secondary students interested in theatre. The organization is student-run and troupe director-advised.

PURPOSE: The purpose of OREGON THESPIANS is to:

1. Advance and improve theatre arts in secondary schools
2. Promote theatre arts in the community
3. Provide a meeting ground for students and teachers interested in the theatre

MEMBERSHIP: Membership to OREGON THESPIANS is automatic to any secondary school in Oregon upon joining the International Thespian Society, and by following the rules and by-laws set up by that organization. Except for competitions and the State Conference, no payment beyond annual membership to International Thespians need be made in order to belong to or to participate in the activities of OREGON THESPIANS.

Information concerning chartering a troupe can be found online at schooltheatre.org, or may be obtained by contacting:

Educational Theatre Association (EdTA)
2343 Auburn Ave.
Cincinnati, OH 45219

STATE BOARD: The Voting State Board of OREGON THESPIANS will consist of:

1. One State Director.
2. Board of four elected students.
3. Board of four elected troupe directors.

Non-Voting members may include:

4. The OTAA president.
5. The troupe directors and one representative of the host school for each State Thespian Conference, to be known as ex-officio members.

6. Other administrative appointees as determined by the State Director and confirmed by the council.

TERMS OF OFFICE: Each student board member will serve a term of one year. Adult board members rotate on a two year term. The State Director shall serve for a term of not less than four years and may be re-elected to office, following the guidelines set by the EdTA.

RESPONSIBILITIES AND DUTIES OF THE CHAPTER DIRECTOR:

The State Director shall:

1. Attend each meeting called.
2. Preside over all meetings of the council.
3. Communicate quarterly with all troupe troupe directors via a newsletter.
4. Recruit new troupes into OREGON THESPIANS.
5. Plan all tournaments and the State Conference with the host schools.
6. Keep an accurate record of all expenditures and income and present an annual report.
7. Appoint committee heads as deemed necessary.
8. Notify Thespian troupes and interested non-affiliated schools at least 3 weeks in advance of upcoming competitions, including rules and registration forms.
9. Serve as public relations coordinator.

The Chapter Director shall receive an annual honorarium of \$500. The Chapter Director shall be reimbursed for all travel and telephone costs dealing with OREGON THESPIANS.

THE BOARD SHALL:

1. Attend each meeting called.
2. Plan the agenda for all board meetings.
3. Communicate quarterly via newsletter or electronic news to all Thespian troupes.
4. Inform all troupes about upcoming events at least three weeks in advance with the host school.
5. Plan the state conference.
6. Welcome troupes to the competitions.
7. Meet at state thespian events with troupe officers from Oregon schools, as well as with the Chapter Director. A pre-planned agenda should be sent to troupe presidents before the event so they may have a discussion with their individual troupes before said meeting.

Each board member may be reimbursed for all travel and telephone costs dealing with OREGON THESPIANS with board approval. Mileage reimbursement will be made at the rate of .35 cents per mile for all miles over 30.

ELECTIONS:

1. Each student member shall be elected for a term of one year at the annual State Thespian Conference. Adults will be elected on a rotating two year term at the annual State Thespian Conference.
2. Any sophomore or junior thespian of good standing may run for the board. Any troupe director of a current Thespian Troupe may run for the board.
3. Each student candidate will be given an opportunity to speak for up to two minutes at the State Thespian Conference. This MUST be a prepared speech.
4. Each Thespian troupe attending the State Conference will be given a ballot with the names of the candidates. Each troupe is allotted five (5) votes divided among several candidates.
5. Troupe director members of the board will be selected by the Thespian troupe directors in attendance at the festival. Each troupe will be given five (5) votes divided among several candidates.
6. Ballots will be counted by the current board.
7. The eight elected board members will be announced at the State Thespian conference.

ANNUAL EVENTS:

1. A mini-conference (Improvisation Festival) will be held annually the third or fourth Saturday in September or as approved by the State Board at the preceding State Conference.
2. Three regional acting tournaments, northwest, northeast, and south, will be held annually the first Saturday in February or as approved by the State Board at the preceding State Conference.
3. The annual Oregon State Thespian Conference will be the first Thursday, Friday and Saturday of April, except if Easter falls on that weekend, then it will be the second weekend of April or as approved by the State Board at the preceding State Conference.
4. Weather: In the event of inclement weather that should cancel or otherwise prevent schools from attending, all fees will be refunded. Schools that are not able to attend may organize an alternate event, under the auspices of the State Board, within two weeks of the canceled/missed event.