



Katy High School Theatre Handbook 2026-2027

TABLE OF CONTENTS

Course Descriptions	3
Theatre Curriculum	3-4
Performance Activities	4
Fundraising Opportunities	5
Theatre Booster Club	5
International Thespian Troupe #5168	5
Letter Jacket Awards	6-7
Eligibility	8-9
Grading System	8
Classroom Procedures	8-10
Conduct	10-11
Crew Hours	12
Frequently Asked Questions	12-14
Signature Page	15

COURSE DESCRIPTIONS

Theatre courses are performance-centered, participatory theatre studies. The first level (Theatre Arts I and Technical Theatre I) are survey courses which introduce you to theatre activities, technical applications, the acting process and live performance.

As an upper level student of theatre, you will continue learning about a wide range of theatre elements to include:

Stage Elements	Stage Properties	Crew Assignments
Dramatic Structure	Theatre Appreciation	Performance Auditioning
Problem Solving	Scene Design	Makeup Application
Costume Design	Publicity/Public Relations	Sound Design
Light Design Script Analysis	Movement	Stage Management

THEATRE CURRICULUM

7411 Theatre Arts I
7412 Theatre Arts II
7413 Theatre Arts III

7451 Technical Theatre I
7452 Technical Theatre II**
7453 Technical Theatre III**
7454 Technical Theatre IV**

**Requires placement approval.

7520 Theatre Production II***
7521 Theatre Production III ***
7522 Theatre Production IV ***

***Requires placement approval.

** YES, it is possible to enroll in theatre all four years and still graduate on an advanced plan! Sample four year plans are printed and available in the theatre room or at the counselors' office for parents and students to pick up.

*** NO, enrolling in advanced theatre courses will not necessarily lower the GPA if the GPA is over a 4.0 due to weighted classes! Third and Fourth year theatre students in advanced courses (Theatre Production and Advanced Technical Theatre) are eligible, if they meet the District criteria and with

the director's approval, to enroll in theatre as a Pass/Fail course in which they receive credit but the grade point is not averaged in to the final total.

**** Theatre students, especially students with a desire to learn more about Technical Theatre have the opportunity to become a member of the KHS Performing Arts Center (PAC) Technical Crew. These students are responsible for running Campus, KISD, and community events as well as assisting Mr. Woods in maintaining and maintenance of production equipment(Lighting, Sound, Rigging) To become a part of the PAC Crew, students must attend the week long summer training and pass the Qualification Test at the end of training. The student(s) can be paid up to \$10.00 per hour for his/her services depending on the event and event group. Students who qualify will apply through KISD Human Resources as part time help to receive payments from KISD/Community groups who rent the PAC. Students learn and work hands-on as a PAC technician and gain valuable technical and personal skills throughout the year.

***Students in Productions class are required to be involved in each mainstage production in some capacity after school for a minimum of 25 hours per show. This will include KVA students.

High school theatre courses are Texas Essential Knowledge and Skills (TEKS) based courses which focus on:

- « Enhancing perception, interpretation and performance
- « Understanding heritage and tradition
- « Understanding influences of theatre, film, T.V. and technology
- « Evaluating self and others

THEATRE PERFORMANCE ACTIVITIES

Check the “**Call Board**” outside the theatre room for dates and times for auditions.

« **COMEDY SPORTZ, HSL team:**

ComedySportz is a professional improvisation based team for as many as 18 students, much like the popular show, “Whose Line Is It Anyway.” Look for announcements regarding the audition dates in the first two weeks of school.

« **FALL THEATRE PRODUCTION: *Twelfth Night*- October 10th-11th and 24th-25th**

« **TEXAS THESPIANS THESPIANS: STATE CONVENTION- November 19th-22nd**

« **WINTER MUSICAL: *Hadestown*- January 2**

« **THE UIL ONE ACT PLAY CONTEST SHOW: Zone @ SLHS March 6th**

« **VARIETY SHOW- May 1st**

FUNDRAISING OPPORTUNITIES

The Theatre department is responsible for any operating expenses not provided by Katy ISD budgets, so fundraising projects are necessary for a successful and active program. Throughout the year, the department and the Katy Theatre Arts Booster Club (KTABC), organize fundraisers to support the program. Students are strongly encouraged to participate in promoting the success of the fundraisers. Watch for the announcements of fundraising activities to include, but are not limited to: Procuring Theatre Sponsors, candy bar and tamale sales, car and truck show, virtual/live performance fundraisers and Santa meet and Greet.

KATY THEATRE ARTS BOOSTER CLUB

The Katy High School Theatre Arts Booster Club (KTABC) has been established by parents who wish to support the activities of Katy Theatre either financially and/or by volunteering their time. The Boosters work to reach program goals set by the director.

Involved parents are more informed, develop a better understanding of the philosophy of the program and have a better appreciation of the benefits their child receives by being a part of the Katy Theatre troupe. Involved parents receive information at the monthly meetings which directly supports their students. Boosters' efforts on several fundraising projects for the troupe are essential to the success of the theatre program.

KTABC holds a general meeting once a month, and all theatre parents/guardians are welcome to attend. Each meeting lasts approximately 1 hour. Log onto katytheatre.org for more information.

INTERNATIONAL THESPIAN TROUPE #5168

- A student must earn thespian points from **active involvement** in the theatre activities that are approved by the program director.
- A Small number of Thespian points can be awarded for outside Troupe activities. Students are required to turn in their activities periodically during the year for which they may be awarded Thespian points. It is suggested that all students turn in their activities at each club meeting throughout the year. Please check the official point sheet for further information.
- Transfer (other Thespian troupes) students must earn a total of 7 points in Katy Theatre and participate in the induction in May to be an official member.
- If their standing can be determined in time, they may attend that year's State Convention.
- Thespians are also eligible to apply for scholarships through the ITS.

LETTER JACKET AWARDS

To earn an Award Jacket in Theatre, A STUDENT MUST:

- 1) Be enrolled in a theatre class to earn points
- 2) Be a member in good standing of the Theatre Program*
- 3) Participate in a minimum of two productions
- 4) Accumulate a minimum of 15 points per Katy ISD point allotment

To receive participation points the student must be enrolled in a theatre class and successfully completed the class and fulfilled all responsibilities as defined by the campus theatre director.

Participation:	Points	Earned/Year
First year	2	____/____
Second year	3	____/____
Third year	4	____/____
Fourth year	5	____/____
Second theatre class	1	____/____
Production Participation (UIL, Play, Musical)	1	____/____

International Thespians:	Points	Earned/Year
One point per 10 Thespian Points	____	____/____
State Thespian Officer	3	____/____
International Thespian Officer	5	____/____

Individual Awards:	Points	Earned/Year
UIL OAP Award District/Bi-District/Area/Region/State	1/2/3/4/5	____/____
UIL Theatrical Designing (Qualifying/Winner)	2/4	____/____
UIL Filmmaker Festival (Semi-Finals/State Festival)	2/4	____/____
International Thespian Festival Superior Rating State	3	____/____
International Thespian Festival Superior Rating National	5	____/____

Example form showing how points can be awarded using a first year student.

Participation:	Points	Earned/Year
First year (completed 1 theatre/tech class)	2	2/2020
Second year	3	____/____
Third year	4	____/____
Fourth year	5	____/____
Second theatre class	1	____/____
Production Participation (UIL, Play, Musical)	1 (Participated in 3 shows)	3/2020

International Thespians:	Points	Earned/Year
One point per 10 Thespian Points	(12 thespian points earned)	1/2020
State Thespian Officer	3	____/____
International Thespian Officer	5	____/____

Individual Awards:	Points	Earned/Year
UIL OAP Award District/Bi-District/Area/Region/State	1/2/3/4/5 (1 Award at District)	1/2020
UIL Theatrical Designing (Qualifying/Winner)	2/4	____/____
UIL Filmmaker Festival (Semi-Finals/State Festival)	2/4	____/____
International Thespian Festival Superior Rating State	3	____/____
International Thespian Festival Superior Rating National	5	____/____

Total Letter Jacket Points for First Year: 7/2020

*Member in good standing is a critical prerequisite to earn an Award Jacket in Theatre. The criteria for this component will be defined by the theatre director and approved by the campus principal. It will be published in the campus theatre handbook/information as distributed by the campus theatre director.

Students wearing letter jackets represent more than their own individual achievement. Any student committing a serious offense as described in the Katy ISD Student Code of Conduct or the organization by-laws, which may bring disrepute on the organization, school or district, will forfeit the award jacket if the offense occurs at any time during the remainder of the student's high school career.

ELIGIBILITY

Senate Bill 1 mandates that students who participate in extracurricular activities such as UIL One Act Play and field trips must receive a grade of no less than 70 in each of their classes.

- ❖ A student will be suspended from participation in ALL extra-curricular activities sponsored or sanctioned by the school district for a minimum of 3 calendar weeks after a grade reporting period if any grade is lower than a 70 in any class.
- ❖ Students who were eligible before the failing grade report will not lose eligibility until 7 calendar days after the end of the grading period.
- ❖ Ineligible students must wait 7 calendar days after the end of the three week evaluation period and/or the grading period to regain eligibility, whichever comes first

All Theatre activities outside of the normal academic day are considered “extensions of the classroom” or “curricular” activities. However, all theatre public performances, all UIL

contests and their related activities, and any field trips are considered “extra-curricular” and fall under the Eligibility mandate.

STUDENTS MUST PASS ALL CLASSES WITH A 70 OR ABOVE!

GRADING SYSTEM FOR CLASSES

PARTICIPATION: This includes punctuality, having proper materials, and use of class and/or rehearsal time. Students must give their FULL effort to gain a perfect participation grade.

DAILY WORK /HOMEWORK: This includes in-class work, homework, scene work, group collaboration and group projects and lab scenes.

EXAMS/MAJOR WORK: This includes any written or oral exam, major projects, semester crew hours and performances. Criteria for grading all performances will be received by the students at the time the project/performance is assigned.

CLASSROOM PROCEDURES

Entering the Room: Walk to your chosen seat and complete the journal question projected on the screen. You may quietly speak with your neighbors, or use your electronic device when you have completed your journal question.

Tardies: If you enter class after the tardy bell without a pass you will be marked tardy.

Restroom: Raise your hand and ask to go to the restroom. Sign out with our classroom chromebook. Dressing rooms and dressing room restrooms are off-limits to students until after school rehearsals begin. If you abuse going to the restroom, it is at the director’s discretion not to allow you to go.

Turning in Assignments- Turn in all assignments on the date it is due with your name in the top left corner. Please turn in homework when asked at the start of class to receive credit. Classroom work should be turned in at the end of the class once requested. If you do not complete a required assignment, you can turn it in for a late grade. You will receive a deduction of ten points from your grade for each day it is late.

Absences: Students are held responsible to check with me to receive makeup work. If you are absent during an in-class performance, it is your responsibility to come find me before or after class to discuss a time to reschedule your performance. We will follow the Katy ISD makeup work policy.

Working in groups – Much of our time in class will be spent in groups preparing/rehearsing presentations or scene-work. During this time, you and your group will be assigned to a specific area of the classroom/stage where you will be expected to work for the duration of the allotted time. Leaving the group or interacting with other groups trying to work will result in immediate disciplinary action. If you would like my attention you may raise your hand as I come around. Failure to contribute to your group's work will result in a deduction from your overall rehearsal grade. It is important for all group members to be contributing equally to the assignments and speak to one another with respect, regardless of your personal feelings of group members.

Independent work for tests or quizzes-While taking a test or working on a quiz I will require silence at all times. If you need help with a question you may approach me at my desk. There should be no talking or use of a phone or I will suspect you are cheating. When you finish the quiz or test you may walk to my desk, turn in the paper and return to your seat. I will give you further instructions from there.

Independent work for assignments in class- While working on an assignment at your chair you are to remain seated. If you need help or would like to get up please raise your hand and wait for me to come to your desk. During this time I will advise on whether this is a silent activity such as studying lines or a worksheet where you may quietly talk to your neighbor.

When I am Instructing- Though theatre is a very hands-on practice, there will be times when I am lecturing or showing a powerpoint. During this time, it is required that you remain silent unless answering or asking a question. Questions may be asked by raising your hand. Sometimes I will ask you to talk to your neighbors about what we have discussed or a question I have posed, a task which is to be completed quietly and without disturbing other groups. At no point in my presentation should you get up or move around the classroom without my expressed permission.

Cell phones- Cell phone use is strictly prohibited per Katy ISD's policy. If you are seen utilizing your cellphone you will receive a warning. If you are using your cellphone again after the warning you will be written up on a long form for each additional usage. If you continue to use your device and the long form is completed, you will be written up.

Exiting the room-The bell lets me know it's time to release you. Before the bell rings I will give you time to clean up, return supplies, and turn in any completed classwork. After everything is clean you may return to your seat and talk with a classroom voice.

CONDUCT

1. Students will conduct themselves/communicate in a professional and respectful manner at all times while in the class, during any production work and theatre department events.
2. Students will refrain from and not encourage any negative gossip, rumors or slander about any student in regards to race, gender, physical and mental capacities, physical size and weight and gender preference.
3. Students will not use social media to air grievances/slander the KHS theatre department, it's productions, theatre department students or directors.
4. Students will work to help the Directors create a safe, positive and accepting environment for all students in the department.
5. Students will be respectful of Mrs. Tagliabue and Mr. Woods.
6. Students will be respectful of theatre department property, performance spaces, work spaces and will work to maintain and protect the theatre department spaces and property.
7. Students will follow all theatre department safety rules and guidelines at all times. Students will promote and help enforce all safety rules and guidelines to others in the department.
8. Will represent the department, productions, students and faculty in a professional manner while in leadership roles and participating in any department activity.
9. Respect Director decisions at all times
10. Work to support, never undermine productions, department functions and director instructions
11. Come from a place of educational discussion and empathy when handling conflicts with cast/crew members, directors, school staff or other KHS students, rather than 'canceling' those you don't agree with, gossiping about them or undermining them
12. Follow all rules and procedures found in the Katy Theatre Handbook.

Students who fail to adhere to the listed requirements/meet the established expectations will face the following consequences:

Tier One Violations

- Failure to attend crew calls or rehearsals, production meetings (without prior approval)
- Minor disrespect towards directs, cast or crew members
- Failure to complete production assignments including memorizing lines, communicating with crewheads, crew members or directors.
- Failure to follow established safety guidelines, damage to KHS theatre department equipment.

Students with Tier One Violations can face one or more of the following consequences per director and administrator discretion:

1. Verbal or written warnings from the Director.
2. Meeting with Directors
3. Meeting with parents, AP and Director.
4. Demotion in role/production assignment based on Director recommendation.

Tier Two Violations

- Use or possession of drugs, alcohol or weapons including vaping or vaping paraphernalia on school grounds
- Sexual harassment/assault or harrassment
- Bullying
- Threats
- Slander of Katy Theatre, its directors or troupe members on social media or at school
- Hate speech in any format

Students with Tier Two Violations can face one or more of the following consequences per director and administrator discretion:

1. Removed from the class and placed in a general theatre/tech theatre class second semester.
2. Immediate removal from production, production assignment/demotion based on Director recommendation.
3. Loss of Thespian/Letter Jacket points
4. Failing major/minor Grades
5. Meeting with parents and AP.

CREW HOURS

PRODUCTION HOURS (Crew Hours) CREDIT Due to the current covid-19 guidelines for the first semester, the number of opportunities to get these required crew hours will be smaller. Crew

Hours will still be required, but how many crew hours and how students get crew hours will be adjusted by the teacher of the Tech or Theatre class. Make sure you read the syllables for the class you are in for those crew hour adjustments.

- First-year theatre and technical theatre students shall earn a minimum of (See Syllabus for class) Crew hours per semester. (2 clock hours = 1 crew hour)
- Advanced theatre and technical theatre students shall earn a minimum of(see class Syllabus) Crew hours per semester. (2 clock hours = 1 crew hour)
- Production 2-4 students shall earn a minimum of 25 Crew hours per semester. (2 clock hours = 1 crew hour).
- Complete the “Production Hours” sheet for each theatre class attended. The sheets are kept in a notebook in the B-139/Black Box classroom. It is the student’s responsibility to keep track of all hours and write them down on the card after showing the director proof of attendance. Proof of completion consists of Signed Crew Sheets from crews worked on for a given production, **program signed by an adult in charge** of the event. In the event that a program was not handed out at the event, a note signed by the sponsor or a ticket stub signed by the sponsor will suffice.
- With the exception of theatre events, no student may acquire all of their hours from a single source. For example, a student accumulating hours for enrichment in a theatre course should not accumulate those hours in any other single discipline; i.e., band, choir, dance, or simply by attending rehearsals. Working on a single theatre event is allowed and will earn the student up to 60 production hours per semester. The student must complete the entire production, start to strike, in order to receive the 60 production hours.
- Watch the Call Board for posted playbills, announcements of concerts, recitals, or other events.
- Some Production Hour credits may also be used for Thespian points.
- An effort will be made to note crew hour opportunities on the departmental calendar.

Theatre Arts Frequently Asked Questions

How can I purchase tickets for the shows and ComedySportz or any other performance?

Show tickets may be purchased at katytheatre.org or Box Office during the run of the Show.

What are Thespian Points and how can I accrue them?

Thespian Points are given for student participation. The points can be earned for fundraiser participation, show participation, ComedySportz, or show attendance. Twelve (12) Thespian Points allow the student to become a member of the International Thespian Society. Students are responsible for turning in their activities in the Thespian envelope located in the theatre office so that the Vice President of Thespians can tabulate their points. Students must turn these in after each show or every six weeks.

What is OAP (One Act Play)?

One Act Play is an annual competition among Texas high schools. The competition begins at the ZONE/District level (local area high schools), expands to BI-DISTRICT, AREA, REGION and finally the STATE competition. The same play is performed at each level but each group of shows is different at each level. Students may receive technical and acting awards at each level of contest. At the state level scholarships are also given out.

What is the State Thespian Convention?

The Texas State Thespian Convention is a competition attended by high school Thespian troupes. There are auditions at KHS, and each school can only send one competitor per category. Some categories are for individuals and some are group events. Typically, only the Juniors and Seniors in upper level theatre courses are chosen to attend. The convention gives the student an opportunity to participate in the workshops, compete against other Thespians in various categories and audition for colleges (Seniors only). The convention is not only fun but very educational. The convention usually costs around \$500 to attend which includes the workshops and shows, transportation and rooms.

How do I become a member of the Theatre Arts Booster Club?

Contact any parent or director or attend any meeting. Log onto katytheatre.org to get all the information needed.

What scholarships are offered to seniors involved in KHS theatre?

1. The State Thespian scholarship is available to students interested in acting, technical work, and educational work. The student applies, pays the fees, auditions and can earn up to \$1000.

2. The Texas Educational Theatre Association scholarships are available to students interested in acting, technical work, and educational work. The student applies, pays the fees and auditions at the convention which will be in Houston this year.
3. The Katy Theatre Arts Booster Club offers scholarships that are awarded to students based on an anonymous panel that evaluates submissions from senior thespians.

How do I get in touch with the Directors?

Katy Tagliabue: katyltagliabue@katyisd.org

(281) 237-1712

Charlie Woods: charleshwoods@katyisd.org

(281) 237-1936

*****All other information can be found on our website** KatyTheatre.org***

Signature Page

I have read and agree to the classroom/rehearsal rules and procedures found in this handbook. I understand that if I fail to follow classroom/rehearsal rules and procedures, my grade may suffer, I could receive disciplinary consequences, or could even be removed from my role in a production.

Printed Student Name: _____

Student Signature: _____

Printed Parent Name: _____

Parent Signature: _____