**Thespian Troupe #4156 Constitution**

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

**Section 1.** Name: This organization shall be called Troupe #4156. The troupe has been chartered by La Cueva High School. The charter affiliates it with the International Thespian Society (ITS), a branch of the Educational Theatre Association.

**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 and scholar distinctions shall receive recognition of their exemplary accomplishments.

**Section 3.**  This troupe constitution and its bylaws are two components of a hierarchy of documents that govern members of the International Thespian Society and its parent organization, the Educational Theatre Association (EdTA). The documents affecting troupes, in order of authority, are: the EdTA Code of Regulations, the 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 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.

**Subsection 1.** All people wishing to become a Thespian must gain ten Thespian Points, which can be earned through Thespian, Drama, and Performing arts participation, including attending the set meetings.

**Subsection 2.** All “Wanna-Be Thespians” must pay dues of twenty dollars, and all inducted returning Thespians must pay dues of ten dollars to renew membership. Failure to pay required dues will result in an inability to receive Thespian points and being reverted to Inactive membership status.

**Subsection 3.** Final authority concerning membership requirements shall be vested in troupe sponsor and presiding President.

**Subsection 4.** In regards to a potential Thespian, once dues are paid, they will be eligible to become a certified Thespian after one year of membership and a minimum of ten Thespian points earned to be officially inducted into the troupe.

**Section 2.** Officers: The Thespian troupe shall have the following officers: president, vice president, secretary, treasurer, and at least one historian. Duties shall be defined in the troupe’s bylaws.

**Section 3.** Elections: The troupe shall elect officers for the next school year in the last full month of the current school term.

**Article III. Meetings and Attendance**

**Section 1.** Meetings: Thespian troupe meetings shall be held once a week or every other week as time is decided. All Thespians will be given notice of every event at least one day in advance.

**Section 2.** Quorum: A quorum shall be a majority of the troupe’s active membership, or with a consenting troupe placed within the hand of the presiding Thespian officers, committees, and the troupe director.

**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 presiding 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 presiding officers. In extreme cases a Thespian’s status as a member in good standing of the local troupe may be suspended or withdrawn by the troupe director for just cause. Such decisions are subject to oversight by the school administration. This may affect any or all participation rights and benefits that require the troupe director’s authorization, but will not affect membership and benefits that come directly from the ITS national office.

**Section 4.** Any member who is absent from six meetings per school year, unless they have an excuse considered valid by the Officers, shall be dropped from active membership.

**Article IV. Dues and Fees**

**Section 1.** Dues: There shall be no mandatory dues for Thespian induction except as provided by the EdTA 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, membership policy, 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.

**Article VII. Lettering**

**Section 1.** To Letter the Thespians must have thirty Thespian Points, added and credited by the Officers.

**Section 2.** The Thespian wishing to Letter must be active, which means currently participating in drama productions and meetings.

**Section 3.** The Thespian must have been a Thespian for a full year, in order to Letter, have the required points, and have attended 75% of the set meetings.

**Amendment I. Thespian Sub-groupings**

**Section 1.** Within the Thespian Troupe there may be sub groups as needed. These groups will be performance or technically oriented to support the goals of the troupe. These subgroups will work in conjunction with other Thespian activities and be made up of members and prospective members. Examples of subgroups could be but are not limited to Improvisation groups, Musical theatre groups, dance groups, technical theatre groups, and etc.

**Amendment II. Thespian Probation and Removal**

**Section 1**. In the event an active or wanna-be Thespian(s) violates any regulations or rules set forth by the Troupe or by the EdTA, or violates any School or US(United States) rules or laws, they will be subject to probation for a period up to six weeks, as determined by the presiding board and or troupe director. Failure to follow guidelines of said probation will result in a revoking of membership and inability to regain membership until the next school year.

**Subsection 1.** Use of illegal substances, or underage usage or substances will resulted in immediate probation or removal(this is subject to the troupe director), and inability to stop said illegal activity in probation results in removal from troupe.

**Section 2.** Probation will be a period up to six weeks, where the Thespian(s) under probation will be under watch by the board and the troupe director. If said Thespian(s) do not provide reason to be reinstated, or continue to violate previous or new violations as previously stated, they will be subject to removal.

**Section 3.** If the violation is great enough, such as a violation of US law and determined a felony, or resulted in arrest, or expulsion. Probation is not given and removal from the troupe will be officialized at the earliest convience of the board and troupe director.

**Amendment III. Thespian Officer and Committee Probation, Removal, and Succession.**

**Section 1**. In the event a current Thespian officer(s) violates any regulations or rules set forth by the Troupe or by the EdTA, or violates any School or US(United States) rules or laws, they will be subject to probation for a period up to six weeks, as determined by the remaining board and or troupe director. Failure to follow guidelines of said probation will result in a revoking of membership, impeachment, and inability to regain membership until the next school year.

**Subsection 1.** Use of illegal substances, or underage usage or substances will resulted in immediate probation or removal(this is subject to the troupe director), and inability to stop said illegal activity in probation results in removal from the board and troupe.

**Section 2.** Probation will be a period up to six weeks, where the Thespian officer(s) under probation will be under watch by the remaining board and the troupe director. If said Thespian officer(s) do not provide reason to be reinstated, or continue to violate previous or new violations as previously stated, they will be subject to removal.

**Section 3.** If the violation is great enough, such as a violation of US law and determined a felony, or resulted in arrest, or expulsion. Probation is not given and removal from the troupe and board will be officialized at the earliest convience of the remaining board and troupe director.

**Section 4.** Depending on which officer is removed the succession is as follows.

**Subsection 1. Removal of President**

In the event of the removal of the President, the current Vice President will absorb the duties of the President, and their duties will be added to the Secretary’s duties. Or hold a re-election.

**Subsection 2. Removal of Vice President**

In the event of the removal of the Vice President, their duties will be absorbed by the President and Secretary, or one of the two stated. Or hold a re-election.

**Subsection 3. Removal of Secretary**

In the event of the removal of the Secretary, their duties will be absorbed by the Vice President, and by the Vice President and President’s discretion, they may be absorbed by other Officers. Or hold a re-election.

**Subsection 4. Removal of Treasurer**

In the event of the removal of the Treasurer, their duties will be absorbed by the President and Vice President, or one of those two officers. Or hold a re-election.

**Subsection 5. Removal of Historian(s)**

In the event one or more Historians are removed, if it is only one of two potentially appointed Historians is removed, the remaining Historian will take all appointed duties. If both are removed their duties will be evenly distributed amongst the whole board or absorbed by any officer willing to take all of the duties. Or hold a re-election.

**Subsection 6. Removal of a Committee President**

In the event of the removal or a Committee President, the committee they’re in charge of will be asked to elect a new President among their current members or be subject to dissolution for the school year.

**Subsection 7. Removal of Two or More Officers**

In the event that two or more officers are removed their duties will either be appointed to the remaining officers, distributed evenly or voted on by the remaining board and troupe director. Or the remaining board and troupe director will hold an emergency election.

**Subsection 8. Removal of All Current Officers**

In the event all current officers are removed from the board the troupe and troupe director will hold an emergency election to appoint an entirely new Thespian board, where no removed officers are allowed to vote or run.

**Thespian Troupe #4156 Bylaws**

**Article I. Attendance.**

**Section 1**. Regular after-school meetings will begin at 2:45 P.M. Changes will be posted by 12 P.M. the day of the meeting.

**Section 2.** Attendance shall be considered in the Thespian point award system.

**Article II. Thespian Point System**

**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.** Induction points will be awarded for theatre-related work done outside the school’s theatre program.

**Section 3.** One-half of an induction point may be earned for attending non-school productions.

**Article III. Inductions**

**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**. Each inductee must provide his or her current mailing address and email address. Individual inductees are responsible for their own induction fees unless payment has been prearranged by a booster group, fundraising, or other source. The troupe will pay for additional honor items that are included in its officially adopted recognition system. Students may ask the troupe director to purchase honor items on their behalf that are not included in the troupe’s official system. Such items will be available at the troupe director’s discretion and at each student’s expense.

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

**Section 4.** The troupe director and president conduct inductions. The principal, superintendent, and/or like officials will be offered a role in the ceremony whenever possible. The vice president is responsible for training induction ceremony speakers, scheduling and rehearsing said speakers, and preparing the stage and induction properties as directed by the troupe director.

**Article IV. 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, directs and supervises troupe activities, and plans and oversees Thespian Initiation.

**B.** The vice president presides in the absence of the president and is responsible for the induction of new members.

**C.** The secretary keeps the records of meetings and attends to troupe correspondence. Keeps notes of all meetings. Runs Twitter and Facebook.

**D.** The treasurer keeps the troupe’s books and may act as business manager of Thespian productions, responsible for the collection of all dues and other payments.

**E.** The Historian organizes and runs Instagram, organizes slideshow and is in charge of documenting thespian events

**F.** Other offices such as historian, publicity chair, Student Advocacy Works chair, and TOTS-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, and at the time of election must be enrolled in grades 9, 10, or 11.

**Section 3.** Nominations for officers are to be made by a committee that includes the troupe director, with additional nominations being permitted from the floor. Students may self-nominate from the floor. Officers will be elected by a majority vote.

**Section 4.** Voting will be done by secret written ballot at an official troupe meeting, inducted thespians or dues paying wanna-be thespians.

**Section 5**. 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 through 4 above.

**Section 6.** Officers shall be installed at the last social or program meeting of the school term, the banquet.

**Article V. Committees**

**Section 1.** Specially appointed groups for specific purposes outside of the main purpose of the troupe, each lead by their own president elected by the main troupe. Committee options for this troupe include the following.

1. Sunshine Committee. In charge of making everyone feel good, writing birthday cards, get well soons, condolences, congratulations, and the like. They can also accept complaints and issues from thespian members who wish to submit said complaints or issues.
2. Fundraising Committee. In charge of fundraising events and planning fundraising events, works closely with the treasurer and booster club.
3. Marketing Committee. In charge of advertising shows and certain events to the community and other local troupes. Also general communication with other boards and community members.

**Section 2.** Committees can be dissolved or changed at the discretion of the President and troupe director, with or without consent of the committee President’s approval that will be chosen on a case to case basis.

**Section 3.** Committees will stand with the board at meetings and receive a voice at meetings and board related votes, and be given the option to hold their own meetings if deemed necessary.

**Section 4.** Committees may appoint their own assistants with permission from the troupe director and President.

**Article VI. 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.

**Section 2.** 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 3**. 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 VII. Conflict Resolution**

**Section 1**. In the event issues or 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.

**Section 2**. If the two parties do not wish to have administration involved they can call in their seconds to set the record straight, if they can not reach a resolution they will be forced to count to ten and hold a water gun duel, if both parties raise their water guns to the skies then they will show they’re honorable and wish the conflict to end peacefully.

**Article VIII. Booster Club/Parent Board**

**Section 1.** Each year a board of parent representatives will be nominated at the first parent meeting of the school year, and elected at earliest convience, in which they will elect and set the duties of their own board. Which will work closely with the Troupe Board in financial activities and provide different levels of funding for the Troupe.

**Section 2.** Parent Board approval is required for any and all fundraising activities, with at least one week advance to give them time to schedule.

**Section 3**. Any sums of money above one hundred dollars needed to pay in advance for thespian bonding events or similar gatherings must be deposited in the booster club safe, documented by the President, Treasurer or troupe director, and picked up by the current booster club Treasurer. And then distributed to the required party to fund said event.

**Article IX. Constitution**

**Section 1**. The Thespian Constitution and Bylaws are subject to updating and reinstituting every school year, or at the discretion of the current Thespian board. And required to be updated when EdTA updates their own regulation and Constitution Templates.

**Section 2.** Each school year the Thespian board should offer a constitutional reading for the current troupe to familiarize them with the constitution and it’s rules.

**Section 3**. A copy of the Constitution should be kept digitally by the presiding board and troupe director, and a physical copy made available to the troupe in the point binder, as well as a digital copy, along with the most updated troupe handbook.

**Article X. Voting for Officers**

**Section 1.** Voting for Officers will take place in form of secret ballots, collected and counted by the troupe director.

**Subsection 1.** In the event of absence of, or inability of he troupe director to count and collect votes, the duty will pass on to the presiding troupe President so long as they are in twelfth grade, thus ineligible to run or vote for officer positions.

**Subsection 2.** In the event the current president is younger than twelfth grade, and the troupe director is unable or absent for voting, the duty will pass on to the next available twelfth grade officer.

**Subsection 3.** In the event that no twelfth grade officers or the troupe director are available, but elections are still required to be held, the duty of counting and collecting votes will be given to the next presiding inducted senior thespian.

**Subsection 4.** In the event that no twelfth grade officers, the troupe director, or any inducted senior thespian, and elections are still required to be held, the parent board will be given the duty of collecting and counting votes and deciding ties in the event a tie does happen.

**Subsection 5.** In the event that no twelfth grade officers, the troupe director, inducted senior thespians, or parent board members are available for elections, elections will be either moved to the next available date for deciding officials, or moved to an online format in the form of a private Facebook poll on the LCHS Thespians private Facebook page, voters will be limited to one vote, and results will be kept private.

**Section 2.** In the event of a tie between two or more candidates in any elected position the presiding twelfth grade thespian board members will act as delegates and hold a quorum to decide who the winner will be.

**Subsection 1.** In the event that there are two or less presiding twelfth grade thespian board members, they will ask the remaining inducted senior thespians to join the quorum and decide the outcome of the tie.

**Subsection 2.** In the event that no seniors are present or available, either presiding officers or inducted members, the deciding vote will be given to the troupe director.

**Subsection 3.** In the event that the acting delegates reach a tie in trying to decide the outcome of an election, the troupe director will make the deciding vote after hearing final arguments from each side of the quorum.

**Section 3.** Voters must be inducted Thespians, or will be inducted by the end of the current school year, to have the ability to vote in an election.

**Subsection 1.** Twelfth grade inducted thespians are not given the right to vote, unless the events stated in Bylaws Article X, Section 2 are in place.

**Subsection 2.** Uninducted thespians are not given the right to vote in elections until they are eligible for induction.

**Subsection 3.** Thespians who have been removed or placed on probation are prohibited to vote in an election until said probation is successfully completed.

**Article XI. General Voting**

**Section 1.** All voting pertaining to things outside of official officer elections shall be held open voting for all potential inductees, newly inducted Thespians, current uninducted and inducted Thespians, all twelfth grade Thespians, and all Thespian officers.

**Subsection 1.** Removed Thespians or those on probation are prohibited the right to vote in general Voting events, unless given special permission by the president or troupe director.

**Subsection 2.** If said removed or probated Thespian is an officer their right to vote is suspended and may be given back at the discretion of the troupe director.

**Section 2.** In the event of a tie the deciding vote will be discussed amongst the Thespian officers who will make the final decision on general Voting subjects in the event of tie.

**Subsection 1.** If the board reaches a tie as well, the final decision will be made either by the troupe director or by the flip of a US Quarter.

**Section 3.** Examples of general Voting include, T-shirt designs, high school dance meet up locations and dinners, plays, musicals, and anything else not pertaining to the election of board positions.

**Subsection 1.** Locations of bondings outside of official dances will be voted and decided by the Thespian board, such as which officer will have host the bonding.

**Article XII. Bondings and the Banquet**

**Section 1.** Every school year the troupe will hold a banquet for the purpose of induction of new Thespians, appointment of the new board, and celebration of the year as a Troupe. This Banquet shall be held as the last meeting of the school year, and will be the passing of powers from one board to the next. The date will be decided at least a month in advance.

**Section 2.** The banquet shall be hosted by the Thespian board at one of their houses, or an otherwise specified location such as hotel or restaurant.

**Section 3.** Bondings shall be held at least three times a semester to encourage troupe activity and connections, more than three bondings are highly recommend.

**Subsection 1.** Bondings should generally remain below thirty dollars a person, excluding high school dances with tickets. To encourage attendance.

**Subsection 2.** Thespian conferences while considered bonding events are used mainly as a way to further theatre education and thus are excluded from the minimum three bondings a semester rule.

**Section 4.** Bonding events held at homes will be held at the home of the appointed officers, if none of their homes are available or of size they can ask a consenting inducted thespian, reserve a restaurant space for a toned down event, or change said plans to be held entirety around another location.

**Subsection 1.** The banquet must be held at the home of an officer or a reserved meeting room, hosted by the officers or troupe director.

**Article XIII. Thespian Board Meetings**

**Section 1.** The Thespian board will meet a minimum of once a week during a school year, and at least twice over the summer, with open invitation to the troupe director to all meetings.

**Subsection 1.** These meetings can be held in person, on the phone, or video chat, whichever is the most convenient for all officers.

**Section 2.** These meetings will be held for the purpose of bonding and of discussion over the most current items of business at the time of the meeting, and upcoming business items.

**Subsection 1.** Length and location of the meetings will be decided at least a week in advance, length should not exceed two hours generally.

**Section 3.** Meetings the day of Thespian meeting may and should be held. These meetings will be utilized to update the officers on their duties and assignments during said meetings and make sure everything is in schedule for announcement to the troupe.

**Subsection 1.** Outside input such as an Inducted thespian who wishes to preside at the meeting and give opinions, is recommended and accepted. Especially inducted twelfth grade thespians who are not elected officers.

**Section 4.** These meetings are not secret, all subjects discussed will be announced to the entire Troupe, unless said subject is dropped from the agenda and not used.

**Article XIV. Fundraising and Finance**

**Section 1.** Any and all funds raised or collected by the Thespians as an organization cannot be abused or used for personal gain of an officer, troupe director, or any thespian member. Examples of abuse of funding is embezzlement of funds, theft of funds, or using funds in ways that do not benefit the society as a whole.

**Section 2.** All spending of raised funds will be voted and agreed upon by the majority of active thespians including officers and will be voted on using the same rules of voting as stated in article XI. And then will be subject to approval by the troupe director and the booster club.

**Section 3.** Proposals must be written or verbally spoken to a member of the booster club or to the troupe director, who are all invited to join meetings where use of funds will be voted and discussed.

**Section 4.** All handling of funds for spending for whatever purpose was decided on, will be handled by the booster club, the Thespian board may transfer funds to the booster club safe and document participants, but all actual spending will be done by the booster club.