

MIDDLE SCHOOL DRAMA CLUB CONSITIUTION

Article I. Club Purpose

Section 1. The purpose of this club will be for the advancement of standards of excellence in the theatre. More specifically, the troupe shall encourage students to attain a better mastery of the theatre arts.

Section 2. The organization forbids secrecy; membership is given as recognition for meritorious work in the theatre arts.

Article II. Membership

Section 1. All nominees for active membership shall be regularly enrolled as students of Middle School.

Section 2. Final authority concerning membership requirements shall be vested in the troupe sponsor.

Section 3. All active members must pay club dues, which are currently \$10.00.

Article III. Officers

Section 1. MS drama club shall elect officers once a year in the last full month of the school term at a regular business meeting, unless otherwise specified by the club sponsor.

Section 2. Requirements for all elected officers are as follows: each student must be an active member of the troupe (club dues have been paid and weekly meetings attended), and at time of service they must be enrolled in grades 6, 7, or 8.

Section 3. If not an elected officer, a Stage Manager will be appointed by the director/sponsor and will serve during the current production.

Section 4. The elected officers are to have the following duties:

All officers: Work in conjunction with school, sponsor, officers, and members to create a fun and peaceable place for students to create and appreciate live theatre, attend weekly club meetings, attend officer meetings, serve in some capacity during productions, reside for one school year, serve as board members for the club, represent the club at school functions and gatherings, plan meetings and functions for the club.

President: Preside over meetings and maintain order, plan officer elections for the following term, aid sponsor in keeping attendance

records, aid in planning and carrying out of productions/projects, hold and run officer meetings, aid in maintaining International Thespian Society Thespian points, act as a liaison between student members and club sponsor, act as an unofficial member on all club committees, and represent club at general meetings and school functions.

Vice President: Serve as president in his/her absence, maintain order as stage manager during productions, organize fundraisers, promote club membership, supervise committee work when needed, and serve as activities coordinator.

Secretary: Record minutes of club meetings, plan and prepare meeting agenda, organize and maintain active member phone list, record club history, aid in ITS points keeping process, and publish notice of all meetings and gatherings one week prior to meeting.

Treasurer: Collect dues and fees for club-related activities, organize club fund-raisers, organize field trips, manage club money and keep accurate records, make club financial report available and organized to officers/sponsor.

Thespian Representative: Handle all matters regarding membership in International Thespian Society. This office may be elected or appointed by sponsor.

Art Director: Design artwork for club posters, programs, and t-shirts, design the sets for productions, and coordinate the execution of scenery art.

Section 5: The duties of the sponsor will be to oversee all club activities, to be the final authority in selection of new members, and to be the guide and inspiration of the group.

Section 6: The Board of Directors shall be composed of the sponsor, all elected officers, school administrators, and any honorary members appointed by the sponsor.

Section 7: A school administrator, club sponsor or two thirds of active club membership along with at least two club officers, may ask a club officer to step down in the event that they have neglected more than three club/officer duties and/or responsibilities, or have five or more unexcused absences, or have committed an act not in accordance with school and parish guidelines, or acts that may be deemed as blatant disrespect and a form of dissention.

Article IV. Meanings and Attendance

Section 1: Meetings shall be held weekly/by-weekly, on Thursdays after school.

Section 2: Special meetings shall be called by the sponsor, any officer, a quorum, or by the board of directors.

Section 3: A quorum shall be fifty percent of the active membership and must include two officers.

Section 4: Any member who is absent four meetings per school year, four rehearsals during a current production, unless they have an excuse considered valid by the sponsor or who does not participate in any club related activities over the course of a semester, may be dropped from active membership. Any member who causes deliberate dissension, which would disrupt the workings of any production or business meetings, shall be dropped from active membership by a vote of two thirds of the active membership with the consent of the sponsor. Any member requesting re-admittance after suspension must have the consent of the sponsor and two-thirds of the membership.

Section 5: The club sponsor has the right to terminate any member in the event that the member display inappropriate behavior, refusal to follow basic school policy, or blatant disrespect to a club member or sponsor, without refund of club dues.

Article V. Dues

Section 1: Club dues are currently \$10.00 for each member that covers club expenses and insure active membership.

Article VI. Amendments

Section 1: all amendments to this constitution must have the vote of two-thirds of the club membership. The constitution and its amendments shall be subject to change according to any or all requirements of the County School Board.

BYLAWS

Article I. Attendance

Section 1. Late arrival to, leaving and returning without permission, or leaving early from meetings or rehearsals without a reason considered valid by the theatre director/sponsor will be demerited. Three such offenses will be counted as an absence from a meeting without an excuse.

Section 2. Regular after school meetings will be held at 2:30 p.m. on Thursday afternoons, unless special notice is posted or announced as to change of time.

Section 3. Irregular attendance indicated a lack of interest; therefore any member absent four (4) meetings per school year without a written/verbal excuse submitted to the sponsor or club officer, or after the scheduled meetings shall be automatically suspended from the active roll or membership.

Section 4. Absences shall accumulate for only one school year at a time.

Article II. Club Activities

Section 1. The club is not a secret organization, so faculty and students interested in theatre, as well as honorary members, may be invited to club meetings.

Section 2. At least one business meeting of the club shall include an open invitation to all students for the purpose of playing theatre games and creating improvisations.

Section 3. The club shall cooperate with all other departments and clubs in the school helping them with their programs in any way it can.

Article III. Elections

Section 1. Officers shall be elected at a business meeting in the month of May for the coming fall term.

Section 2. Nominations for officers are to be made by current club members, or club sponsor. Officers will be elected by a majority vote.

Section 3. Voting will be done by secret written ballot.

Section 4. Three members, including one officer, may request in writing, to the sponsor, a recall election of all or any elected officers. This written request must 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 Article V. Section 2.

Article IV. Installations

Section 1. Officers shall be installed at the last or program meeting of the school term.

Article V. Conflict Resolution

Section 1. In the event issues/conflicts arise between a club member and a sponsor that cannot be solved through communication between the two parties, the issue should be resolved by the school administration.