Please keep this book handy to answer all your questions on policies relating to class and the drama department!
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<td>Contract</td>
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</tr>
</tbody>
</table>
Intermediate and Advanced Drama Dates to Remember

**Fall Play Auditions**
August 18th from 3:00 to TBA
Auditions for our fall play, *Pride and Prejudice*. This is going to be a fun show! Large cast! Audition sign-ups start August 10th!

**Oregon Shakespeare Festival Trip**
September 9th, 10th, 11th, and 12th.
Depart PHS at 1:00 on the 9th. Return September 12th at 3:00 PM
FINAL DEPOSIT DUE ON AUGUST 22nd.

**Spring Musical Auditions**
The spring musical is still to be determined.
December 5th or 6th 3:00 to TBA for monologues and songs.
December 8th 2:30 to TBA for dance.
December 9th 3:00 to TBA for callbacks.
Sign-ups are in the theatre.
You can pick up an audition packed and CD from M2 or the theatre starting November 14th.

**Murder Mystery Dinner Theatre**
Saturday October 8th at 6:00 PM
Advanced Drama’s call time is noon!
Tickets will be $20 a piece and include a three course meal along with the entertainment.
Performance takes place in the cafeteria.

**Fall Play: Pride and Prejudice**
Performance dates: October 13th, 15th, 20th, 21st, 22nd.
All performances at 7:30!
Tickets go on sale starting September 28th.
Tickets are $10 general admission and $8 for students.
All drama students must attend one performance.

**One-Acts Charity Benefit**
November 15th and 16th at 7:30 PM
Call time is at 6:00
Free admission! However, we ask that in lieu of admission each attendee bring one canned food to donate to charity.
Intermediate: 16th; Advanced 15th.

**Bob Smart Theatre Festival**
January 14th and 15th
I will be transporting all performers, but if you would like to attend the festival, you can on your own!

**Children’s Theatre**
Feb. 29th and March 1st at 10:00 AM and 1:00 PM.
Advanced drama students will be pulled out of class all day so plan accordingly!

**Spring Musical**
March 29th, 30th, 31st and April 12th, 13th, and 14th
All days have 7:30 shows with 2:30 matinee on Saturdays.
Tickets are $15 general and $10 students
All advanced drama and intermediate drama must attend one performance.

**Drama Night**
May 17th at 7:30
Call time is 6:00
Tickets are free.
*Theatre fills up fast so show up early!"
Classroom Rules and Regulations

These rules apply to all of the classes in all classes

Rule #1: RESPECT this brand new facility!
- NO GUM!
- NO food or drink (Bottled water is fine)
- NO jumping over the aisles!
- NO feet up on the chairs
- NO graffiti or drawing on any of the surfaces

Rule #2: RESPECT each other!
This is a safe space where people can express themselves and take a risk by exposing themselves up there on stage. We show respect for each other in a couple of ways...
- APPLAUSE!
  o Always clap for your classmates performances, no matter how they do!
- No judgment!
  o I’m the one that grades the performers, not you! Support your classmates by telling them they did a good job in their performance.
- No swearing!
  o Respect other people’s ears by not swearing in the classroom.

Any inappropriate comments made towards your fellow classmates will result in an automatic referral.
Any swearing I hear will result in a detention. Repeat offences will be written up as a referral.

Rule #3: Follow the no-no’s!
Often times in this class, we make up our own scenes. Be smart about what you put in your scenes! Posted on the wall in the classroom are the six no-no’s of drama scene content.
- Drugs
- Drunk
- Stereotypes
- Sexual Situations
- Swearing
- Violence

Rule #4: No electronic equipment
I have stop watches if you need them. I have prop phones if you need them. School policy of confiscating the phone and an automatic referral will be followed.

Rule #5: Tardies
I follow the same policy for the school when it comes to tardies. On a third tardy per quarter, you receive detention. Fourth tardies receive detention as well. A fifth tardy results in a referral.

Rule #6: Classroom participation
Everyone must participate in order for our class to work! Refusal of participation will result in a referral.

Rule #7: If you are absent, you must figure out what you missed.
The easiest way to do this is to check online. You have one week to make up performances if you follow the proper make-up procedures. If you do not make-up your performance within a week, you will receive a 0 on the project. Worksheets will also only be taken after an absence of one week. Otherwise, you snooze, you lose.
Each drama class is required to complete an "extra-curricular hours" assignment. In beginning drama, each student must complete 10 outside of class "hours" towards each semester. In intermediate and advanced drama, each student may complete 20 hours each semester. This page was designed to not only answer all questions about hours but as a resource for students to find ways to fulfill those hours as well. Once students have fulfilled some of the hours, they must attach a ticket stub (preferred) or program to an hours sheet on the piano in the drama room, complete the form, and then turn in the hours form into the tray on the piano for credit.

**FAQ About Hours**

1. What kind of things count towards the hours assignment?
   A: Here is a list of some things that can count towards hours: seeing a play, seeing a musical, seeing a live orchestra concert (NOT a "rock" concert), seeing a choir perform, seeing a ballet, modern, or jazz dance group perform, seeing an improv group perform, being involved in any of those kinds of performances, attending acting classes (not drama class), attending improv workshops, attending dance classes (ballet, jazz, tap, or modern only...not hip-hop or cheerleading), attending singing lessons, auditioning for a show (1 hour for auditioning, 2 hours if you are called back, even if you stay at the call back longer than 2 hours), attending any special classes or workshops put on by the drama department that Ms. S indicated will count towards hours.

2. I'm not sure if an upcoming event will count towards hours, what do I do?
   A: Before attending the event, bring any kind of literature, website, flyer...anything about the event to Ms. S for approval BEFORE you attend the event.

3. I lost my ticket stub or program to attach as proof to my hours sheet. What do I do?
   A: Take the hours form home and get a parent signature on the sheet. Have your parent sign, "Yes, (your name) did attend the following event" and their signature.

4. Can I get extra credit if I do more than the require hours.
   A: There is no extra credit given for extra hours. However, if you are on a borderline grade (i.e. a B+ or a C+), I will bump you up to a higher grade (an A- or a B-) if you have extra hours. You must still turn in an hour form for those extra hours though!

5. Does seeing the fall play or spring musical as a requirement for the class also count towards hours?
   A: Yes, it does! Seeing the fall play or the spring musical is worth points in the class as well as points towards your hours grade so don't doubly hurt yourself!
6. How many hours do I get being in a show?
   A: You fulfill the entire requirement for the semester. Please have your director sign as proof or attach a program with your name printed in it and attach it as proof. However, you must still go to the fall play and spring musical!

7. What do I do if I think you incorrectly calculated my hours?
   A: Go through your class folder on the piano, pull out all of your hours forms, paperclip them all together, and resubmit them with a note on it indicating that they were miscalculated.

8. Do I count travel time with my hours?
   A: No. No matter if you go to Sacramento, San Francisco, or El Dorado Hills, only the performance time counts towards the hours.

9. I saw a show over the summer or winter break. Does that count towards hours?
   A: I only count professional productions towards your hours grade over the summer or winter break. (I.E. Broadway series, Music Circus, Oregon Shakespeare Festival, Broadway, etc.)

10. If I see a show twice, does that count towards hours?
    A: No. The only way you can get "double hours" is through the fall play or the spring musical. If you usher the show and then go and see the show on a separate occasion, you can get double hours. You only need to fill out one hours sheet when you do this.

11. How much is this requirement worth?
    A: In beginning drama, hours ends up being worth around 70 to 80 points. In intermediate and advanced, it is worth 50 to 60 points. Either way, it is 10% of your grade. This means that if you don't do any of the hours, your grade will drop an entire letter grade. So DO IT!!! This is the most popular way student do not pass my class!

12. I know I'm going to have a hard time completing this. What should I do?
    A: Please talk to me AT THE BEGINNING OF THE SEMESTER!!!! I will have no pity for you if you come to me a month before the requirement and tell me you can't do it. I have ways around the requirement if you have issues financially, transportation wise, with work, etc. However, I can only set this up if you talk to me at the beginning of the semester!

13. Why do you make us do this requirement?
    A: For multiple reasons. Mostly, I want to expose you to something you may have never been exposed to before. So many of my students come back from seeing a production inspired and even changed by what they've seen. School is supposed to open doors for you and let you experience the world. You never know what may end up happening when you go to see a show!

14. I'm was in a production here at PHS (i.e. the fall play, spring musical, one-acts, drama night, etc.). Do I still have to fill out a form?
    A: Yes!!!!! I will not count those hours unless you fill out an hours form for them. I want you to reflect on your own performance and the experience as a whole in writing. Once you have filled out the form, I will sign the form as your proof.

15. When are hours due?
    A: You have until the Friday before finals week to hand in hours. I take absolutely NO late hours forms. Don't wait until the last minute!
Example Extra Curricular Hours Form

Return this form to the hours basket. Please make sure you attach "proof" of seeing the show. Thank you!

Name: _______________________________________
Period: _____
Title of the production: ____________________________________
Date you saw the production: __________________
Number of hours: _______

Please give a brief summary of the show you saw:

Please give a critique of the performance: (remember to look at ALL aspects of the production: acting, set, sound, lights, etc.)
Semester Long Requirements

In addition to turning in your hours by the end of the semester, there are a few other projects in all three classes that must be completed by the end of the semester.

BEGINNING DRAMA

Show of the Moment Paper

Every other week, we will be looking at a variety of plays and musicals from all different time eras in theatre. These plays and musicals will be, most likely, shows you have never heard of. That is the goal! I’d like to expose you to many different kinds of theatre that you, maybe, didn’t even know existed. At the end of the semester, you will choose one show you want to know a little more about. You will take this show, research it, and write a one page paper about it.

First, you must research the show. You will do this in one of two ways:

**If you are doing a play:** You must read the entire play. You will fill out a short quiz about the play after you are done reading it. You may check out a script from me to be able to read it.

**If you are doing a musical:** You must read a detailed synopsis of the entire musical. Then, you must listen to every song in the show. You may check out a synopsis packet and CD from me. Like the play, you will fill out short quiz about the musical after you are done listening to it.

You one page paper will explore the show in more detail. It will consist of three paragraphs.

1st Paragraph: You will give a short synopsis of what the show is all about.

2nd Paragraph: You will pick one scene or song that you found particularly interesting or is vital to the plot. Explain to us what went on in the scene or song.

3rd Paragraph: Explain what significance it holds in the show or to your own personal life.

Guidelines for typing the paper:
* 12 point Times New Roman Font
* 1 ½ spacing
* Margins: 1” all around
* At least one quote from the scene or song you are focusing on

* Plays are **underlined** songs are put in "quotations"

Show of the Moment Paper: 50 points total
**INTERMEDIATE DRAMA**

**Show of the Semester**

In intermediate drama, one of the requirements each of the students must complete is a research project on a show each semester. The first semester we focus on musicals. The second semester, we focus on famous authors. I have them complete this report in order to expand their knowledge of different shows and share that knowledge with the rest of the class. I have compiled an exhaustive list of musicals for their first semester project.

To start this project, students look at a list of shows and rated them on familiarity. Then they are asked to look at the shows they were least familiar with. Finally, they are instructed to choose a show to focus their project on from the list of unfamiliar shows.

The will make a publisher brochure with various information out the show including:

- Show History
- The statistics about the show
- A write-up on two songs from the show or one play the author wrote.
- Their opinion about the show
- Various pictures from the show

Students will be given an example brochure once we begin the project. Students will check out CD’s from me the first semester and research the author and their famous play on their own second semester. The research for their project must be done towards the end of the semester, and we ill have library time to complete the project.

**ADVANCED DRAMA**

**Advanced Dram Thesis Project**

The Thesis project is a year-long project.

In your thesis project, you will be looking into a play or a musical that has affected you in some way as an actor or a performer. It is an open-ended paper, but the emphasis should be on a piece you encounter over your year here at Ponderosa drama that moves you. It should not be a play we see in Ashland, a play you participate in, or a play that we go and see as a group. Rather, this is a chance for you to explore the world of theatre that is out there over the year, and choose one you connect to. Expose yourself to pieces you normally wouldn’t encounter. The essential question you should answer in the paper is this: Why am I so connected to this piece? It’s an exploration of self and an exploration of the play.
Technical stuff about the Thesis:

* Times New Roman Font
* 12 point font
* Double spaced
* 1” margins all around
* 3 to 4 pages in length (At least 3 full pages)
* 50 points
* Due date: You can turn it in any time during the semester, but the final due date is April 29th

**Practicum**

The practicum will fulfill all 40 hours you are required to fulfill as part of the class year-long. You can fulfill your practicum by one of three ways.

1. Being in the cast of a main stage production
2. Being on Publicity Crew
3. Being on Team Tech!

Being in a main stage production or on crew for a main stage production is pretty self-explanatory, but options #2 and #3 needs a little explanation.

**Publicity Crew**

Publicity Crew will meet twice a week about a month and a half before the fall play or the spring musical opens. They will also work every lunch two weeks before the show and as long as the show runs. The responsibilities of the publicity crew will be:

- Make posters advertising the show
- Hang up the official poster for the show around school
- Hang up posters around the community
- Get ad sponsors for the program
- Get lobby pictures printed
- Set up lobby pictures
- Contact the Mountain Democrat
- Run ticket sales during lunch
- Publicize the show in person during lunch
- Design show t-shirts
- Give cast support on opening and closing night

**Team Tech!**

The goal of Team Tech is to learn about all the various technical elements of the theatre and then to easily fit into any stage crew needed for any productions here at Ponderosa. You could not only be chosen to be a part of set crew for a main stage production but will also be put in charge of smaller production, such as one-acts, fall collage, Cabaret Night, etc. Team tech will meet Wednesdays after school starting on August 25th and continuing through September 8th for their training. Various other dates throughout the year, Team Tech will meet to review their skills and perform various tasks throughout the theatre.

The goal of the practicum project is to get you really involved with the department! To be a part of PHS Drama, you need to BE PHS Drama!
Website Information

The drama department’s website can be found at the following address:

www.ponderosadrama.tk

This address will prove to be a valuable resource for you and this class. Why? Here are a few reasons:

1. All casts lists and announcements regarding main stage productions can be found through here.
2. Missed a class? You can find out what we did that day and any handouts you may need on the website under your class page.
3. Lost a worksheet? There are many worksheets I am requiring you to keep throughout the semester. If you lose one, you can find it under your class page in the “file cabinet” and download it directly to your computer.
4. For got a date? You can find all of the dates for every single production we do here at PHS Drama on the website.
5. Wondering where you can find hour opportunities or have questions about hours? You can find them listed under the Hours page. You can also download the hours form directly to your computer too if you wish.

Please go home and bookmark this site TODAY!
While being in drama class is fun and exciting, there are many opportunities outside of class to either become involved in one of our extra-curricular opportunities or come and watch one of them. The following are the extra-curricular opportunities we offer every year.

- **Auditioning for a Main Stage Production**
  - Each year, we put on two main stage productions. To audition, make sure you pay attention during class, pick up an audition packet, prepare the monologue and/or song in the packet, sign up for an audition spot, and come and audition. It’s not too hard to do, and it’s a TON of fun! Both of the main stage productions usually rehearse 3 to 5 on Mondays, Tuesdays, and Thursdays. Rehearsals get longer and more frequent as the show gets closer.

- **Coming to attend one of our other productions during the year**
  - The advanced and intermediate drama put on a variety of performance throughout the year for students to attend. These events include:
    - Murder Mystery Dinner Theatre
    - Student directed one-acts
    - Drama Night
    - District Theatre Festival

- **Ashland Oregon Shakespeare Festival Trip**
  - This is a trip for advanced and intermediate drama classes only. If you are in one of these classes, you have the opportunity to go on the trip. We leave on a Friday for Ashland, Oregon. We stay up in Ashland in the dorms at Southern Oregon University for the weekend. During the weekend, we see four shows, participate in two workshops, and a variety of lectures. We get to meet many of the actors in the festival and explore the cool hippie town of Ashland, Oregon. We return on a Monday. The trip costs about $300 per student.
BEGINNING DRAMA

It would be impossible to list everything that we do in beginning drama, as it is comprised of many different elements, but this is a brief overview of the types of skill sets we work on in beginning drama...

* A look at the basics of theatre (vocabulary, areas of the stage, policies, etc.)
* Body Movement (Through pantomime, drama games, and characterization)
* Vocal Work (Through projection, delivery, storytelling, etc.)
* Character development (Through creating your own characters, and embodying other characters)
* Scene work/memorization (Through student written scenes and other scenes)
* Team building towards a production (Through a play put on by the entire class)
* Technical elements of theatre (Through student produced plays dealing with lighting, sets, costumes, and sound)
* Observation of professional and amateur productions and their performance standards, creating an appreciation of theatre (Through seeing live theatre and watching videos of professional productions)
* Building critical thinking skills (Through worksheets and papers)
* Developing your creative writing skills (Through writing your own scripts, poems, etc.)
* Creating a play as an entire class and working together as a large team!

INTERMEDIATE DRAMA

A total of 7 assignments go into the grade book for first semester and 6 for the second semester.

FIRST SEMESTER

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Point Value</th>
<th>Percent of your total grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Showcase Monologues</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Shakespeare Scenes</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>Shakespeare R&amp;J Project</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>One-Acts</td>
<td>200</td>
<td>30%</td>
</tr>
<tr>
<td>Festival Pieces</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Show of the Semester</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Hours</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Attendance/Participation</td>
<td>60</td>
<td>10%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>610</strong></td>
<td></td>
</tr>
</tbody>
</table>
SECOND SEMESTER

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Point Value</th>
<th>Percent of your total grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improv Unit</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Styles in Theatre</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>Film</td>
<td>100</td>
<td>30%</td>
</tr>
<tr>
<td>Drama Night</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>Show of the Semester</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Hours</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Attendance/Participation</td>
<td>50</td>
<td>About 10%</td>
</tr>
</tbody>
</table>

TOTAL 500

ADVANCED DRAMA

A total of 5 assignments go into the grade book for first semester and 6 for the second semester.

Your thesis project will not count until the second semester. Your practicum (formerly known as your “hours” will not count until 2nd semester as well, but they are worth twice the points!)

FIRST SEMESTER

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Point Value</th>
<th>Percent of your total grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intensive Acting Scene</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td>Murder Mystery</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>One-Acts</td>
<td>200</td>
<td>40%</td>
</tr>
<tr>
<td>Festival Pieces</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td>Attendance/Participation</td>
<td>50</td>
<td>10%</td>
</tr>
</tbody>
</table>

TOTAL 500

SECOND SEMESTER

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Point Value</th>
<th>Percent of your total grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children’s Theatre</td>
<td>200</td>
<td>40%</td>
</tr>
<tr>
<td>Film</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>Drama Night</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>Thesis</td>
<td>50</td>
<td>About 10%</td>
</tr>
<tr>
<td>Practicum</td>
<td>100</td>
<td>About 10%</td>
</tr>
<tr>
<td>Attendance/Participation</td>
<td>50</td>
<td>About 10%</td>
</tr>
</tbody>
</table>

TOTAL 550
# Grading Policy

Each project we complete in the classes are graded differently, but here is a look at a typical rubric:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>20-18 (A range)</th>
<th>17-16 (B range)</th>
<th>15-14 (C range)</th>
<th>13-0 (D &amp; F range)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Enunciation</strong></td>
<td>Enunciation is very clear. Voice can be heard throughout the room. Very strong emotions.</td>
<td>Enunciation is mostly clear. Voice can be heard most of the time. Good emotions.</td>
<td>Enunciation is somewhat clear. Voice fades in and out. Lack of emotion.</td>
<td>Enunciation is weak. Voice cannot be heard at all. No emotion.</td>
</tr>
<tr>
<td><strong>Projection</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Delivery</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Body Language</strong></td>
<td>Body language is strong and completely appropriate for the character. The actor never breaks character and makes very strong choices.</td>
<td>Body language is fairly strong and appropriate for the character. The actor breaks character once or twice and makes fairly strong choices.</td>
<td>Body language is there but not strong and isn’t always appropriate for the character. The actor breaks character frequently and makes weaker choices.</td>
<td>Body language is nonexistent and not appropriate for the character. The actor breaks character often and makes very weak choices.</td>
</tr>
<tr>
<td><strong>Line Memorization</strong></td>
<td>All of the lines are memorized. Never have to call for line.</td>
<td>Most of the lines are memorized. May call for line once or twice.</td>
<td>About half of the lines are memorized. Call for line often.</td>
<td>Reading from the script or calling for line consistently.</td>
</tr>
<tr>
<td><strong>Rehearsal</strong></td>
<td>Contributed throughout the period, and participated every day. Followed all of the teacher’s directions for the day consistently. (40 – 36)</td>
<td>Contributed most of the period, and participated the majority of the time. Mostly followed the teacher’s directions for the day. (35-32)</td>
<td>Did not help to contribute or participate as much as the other members of the group and for only about half of the period. (31-28)</td>
<td>Did not help or contribute nearly as much as group members did. Off task consistently. Did not follow teacher’s directions for the day. (27 and below)</td>
</tr>
</tbody>
</table>

As you can see, students are graded on various ways of expression in their typical scenes. I like to see strong body language, good enunciation, projection, and delivery of lines. They must also memorize scenes for the most part in drama. How well they memorize is part of how they are graded.

However, you will notice that 40% of their grade is based upon rehearsal time. I’m a firm believer that it’s not the destination that’s important but the journey in this class. How they use their class time is important. Attendance during the rehearsal period is affected in this section as well. If the student is absent often during rehearsal, they are not getting credit for rehearsing that day. There is no way to make-up missed rehearsal periods. In addition to this, I will often add a section on group work skills. There they will be graded on how they worked as a group member. This is based on peer reviews and my own observations in class.
Absence/Participation Policy

The key to drama is BEING HERE! If you are attending class, participating, and using your time wisely in class when rehearsal time is given, there is no reason why you shouldn’t walk out of here without an A. However, it’s when absences become frequent and participation dwindles when your grades starts to hurt. Each class has a different absence and participation policy. There are as follows. . . .

BEGINNING DRAMA

In beginning drama, each and every single day you are absent does not count towards a final total, like in the other drama classes, but the amount of days you are gone from class and, therefore, not participating, will be taken into account in your attendance/participation portion of your grade.

Each student starts off with 50 points per semester for attendance and participation. With each progress grade and each quarter grade, your attendance in class and your participation in class will be taken into account.

* If you have only missed a one or two days in the quarter due to illness but every day you are here, you are working hard and always focused, you would keep your 50 points.

* If you are here every day but are not focused in class and are distracting to others, points are going be taken off.

*If you are excessively absent but work hard when you’re here, points will be taken off due to your excessive absences.

* If you are excessively absent and are unfocused in class, points will most definitely be taken off.

There is no exact formula for it, but that is the policy. So BE HERE and PARTICIPATE!
INTERMEDIATE AND ADVANCED DRAMA

In Intermediate and Advanced Drama, the attendance policy is a little more strict. The reason is because the projects in this class will not work at all if attendance is an issue. In order to make things work, you have to BE THERE! Each year, students start off with 50 attendance points. Points are taken off if the students in gone from class, even if they are ill. Extended absences must be cleared with me in order for attendance points not to count against you. The only way you can be gone and not have attendance count against you is if you are gone because of a school-related activity.

Attendance Points:

<table>
<thead>
<tr>
<th>0 absences = 50 points</th>
<th>5 = 42</th>
<th>11 = 32</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = 48</td>
<td>6 = 40</td>
<td>12 = 31</td>
</tr>
<tr>
<td>2 = 46</td>
<td>7 = 39</td>
<td>13 = 30</td>
</tr>
<tr>
<td>3 = 45</td>
<td>8 = 37</td>
<td>(Every absence past 13 is a loss of one point per absence)</td>
</tr>
<tr>
<td>4 = 44</td>
<td>9 = 35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10 = 33</td>
<td></td>
</tr>
</tbody>
</table>

Absences do not include sports events or other kind of school activities in which you are “verified activity”.

If you find you will be absent for an extended period of time due to severe illness, your parent or guardian must contact me to let me know your situation, and I will not count the absences. This only counts for extended absences, not being sick for one or two days.

This policy was created in order to keep the quality of the class/ the quality of our public performances up to high standards. We work on large pieces that require you to BE IN CLASS.

You can also be “knocked down an attendance” by not actively participating in the class, garnering 3 tardies, or any other misbehavior that is unacceptable.
Make-Up Policy

This policy is the same for beginning, intermediate, and advanced drama

Things happen. Students get sick. I understand.

However, if you are absent on a performance day, there is a specific procedure that must be followed.

If a student has an excused absence on the day of performing a scene, he or she must first clear the absence with me THAT DAY.

An e-mail or telephone call from the student or the parent must happen THE DAY OF THE PERFORMANCE for a make-up option to be available. If I do not receive a phone call or e-mail by the end of the school day of the performance, a make-up option is not available, and the student will receive only a rehearsal grade, not a performance grade. (Remember your rehearsal grade is only worth 40% of your total grade for the project!)

So you followed the make-up policy. What now?

If the absence is cleared with me, the STUDENT must talk to their group members and sign up for a make-up performance with their group members. I DO NOT do make-up performances in class. The students must come in on their own time to make-up the assignment. Trust me when I say this is NOT an easy process especially since some projects involve large groups. The students have one week from the absence day to sign-up for a make-up performance.
Ms. S’s Pet Peeves

Ms. S has a few pet peeves! Don’t do these!

1. Not working when given rehearsal time
   
   *Guess what I want you to do when you are given time to work in class... REHEARSE! It’s not social hour. It’s work time!*

2. Being absent all the time
   
   *Being absent counts against your grade, but it’s impossible to do a project in class when you have people from your group gone!*

3. A negative attitude and not having an open mind
   
   *Give new things a chance in this class. Make the most out of every opportunity you are give. Take each project as a chance to show us how creative you can be!*

4. Not following through for your group members
   
   *If you say you are going to bring a prop, BRING IT! If you are the one sent home with a script to type it, TYPE IT!*
A few downloads that will help you through the year. . .

These are a few FREE programs that I would recommended you download to your home computer that will help you throughout the year!

#1: Celtx

Website: [http://www.celtx.com/](http://www.celtx.com/)

Celtx is a free script writing program which allows you to write scripts in the correct theatre, film, or radio show format. It is very useful not only for the film project in intermediate and advanced but for script writing in general.

#2: Audacity

Website: [http://audacity.sourceforge.net/](http://audacity.sourceforge.net/)

Audacity is a free music editing software program. Advanced and intermediate can use these in their film project to edit voice overs or any kind of music for one-acts or other class projects.

#3: Windows Movie Maker

In advanced and intermediate, we use windows movie maker to edit our 10 minute films. If you have Windows XP or Vista, it comes with windows movie maker. If you have Windows 7, it does not. You will want to download it here:


Please become familiar with the program NOW! It’s very easy to use. Practice before 2nd semester comes around.
This contract is to signify that you have read and understand the material that is in this drama handbook. You also understand that you must always hold onto this handbook and refer back to it if you forget about the class policies. In signing this contract, you promise to abide by the classroom rules as well and understand the consequences for not following the class rules.

I, ____________________________, promise that I have read through this handbook and understand all of the classroom policies and what is expected of me during the year.

Signature of student: ____________________________

Signature of parent: ____________________________

My personal goals. . . .

What do you want to get out of this class? Make two goals for yourself at the beginning of this year. You can look back on these goals at semester and at the end of the year. See if you achieved them!

GOAL #1:

GOAL #2: