

CENTRAL PERFORMING ARTS
THEATER



MEMBER HANDBOOK

2025-2026

Central High School Performing Arts Handbook

Theater 2025-2026

Teacher Name: Ms. Ruthie Phillips

Teacher Email Address:

ruthie.phillips@carrollcountyschools.com

PERFORMING GROUPS

Theater Class – Theater is a class for students who are interested in technical and performative theater experience.

One Act Cast – The One Act cast is open to any student in the school. This group rehearses after school from August to November.

Spring Musical Cast – The spring musical cast is open to any student in the school. This group rehearses after school from November to March.

Stage Crew – Stage crew opportunities are available for any student in the school who wants to participate in One Act or the spring musical. Stage crew works with props, set pieces, stage management, and technical needs.

COURSE DESCRIPTION

The Central High School Theater program offers an all-levels classroom opportunity for students to study theater fundamentals, acting, technical theater, musical theater, theater history, and more.

Theater fundamentals serves as an introduction to the theatre arts. Students investigate theatre as a whole by exploring the techniques and origins of a wide variety of theatre arts in various cultures and periods.

Acting introduces the acting process and the role of the actor in various styles/methods with a focus on scene study. Stresses developing imagination, observation, concentration powers, and self-discipline. Includes developing physical and vocal control while transmitting emotions, convictions, and ideas; enhances self-confidence and self-awareness. Theatre is used as a means to encourage cooperative learning, teamwork, organization, and leadership skills. The class allows all students the opportunity to perform on a regular basis.

Additionally, units on technical theater, musical theater, theater history, film and production, and more are provided to students for a well-rounded theatrical education.

Georgia Standards of Excellence in Fine Arts:

A. Creating

TAHSFT.CR.1 Organize, design, and refine theatrical work.

TAHSFT.CR.2 Develop scripts through theatrical techniques.

B. Performing

TAHSFT.PR.1 Act by communicating and sustaining roles in formal and informal environments.

TAHSFT.PR.2 Execute artistic and technical elements of theatre.

Central High School Performing Arts Handbook Theater 2025-2026

C. Responding

TAHSFT.RE.1 Engage actively and appropriately as an audience member.

TAHSFT.RE.2 Critique various aspects of theatre and other media using appropriate supporting evidence.

D. Connecting

TAHSFT.CN.1 Explore how theatre connects to life experiences, careers, and other content.

TAHSFT.CN.2 Examine the role of theatre in a societal, cultural, and historical context.

DEPARTMENT GRADING AND RECOVERY POLICIES

Formative Assessments:

- Weekly Class Warm-Up and Journaling Grades
- Peer Critiques
- Evaluation Rubrics

Missed assignments should be made up within five days of a student's return to school after an excused absence. Missing grades will be marked with an "M" in Infinite Campus, and they are calculated as "0."

Summative Assessments:

- Classroom performances and presentations.
- Midterm and final exams.
- Friends and Family performance.

Performance dates are provided at the start of the school year so that participants may plan their schedules accordingly. These are mandatory. Tardiness, inappropriate behavior, leaving before the end of the performance, or any other questionable behavior will result in grade deductions. Students are expected to support their fellow classmates by being present for the full performance.

Final Assessments:

At the end of each semester, a final assessment will be given that corresponds with the school's exemption policy.

Recovery Policy:

Students will have the chance to recover or retake an assignment if they score 60 or below on the original task. The original assessment grade and the recovered assessment grade will be averaged together to determine your final grade.

Plagiarism/Cheating Policy:

Cheating and/or plagiarism are regarded as very serious offenses. Copying or paraphrasing material/text from the work of another student, from published sources (i.e.: Cliff Notes, magazines, newspapers, etc.) and/or from the Internet/AI without proper documentation constitutes academic theft which will result in a zero and possibly an administrative referral.

ATTENDANCE POLICY

Attendance at all rehearsals, performances, and other official theatrical functions is **required**. An absence will not be excused unless the student has provided the director with a written notice from the guardian at least **ONE WEEK PRIOR** to the absence as to the reason of the expected absence **OR** the student is

Central High School Performing Arts Handbook Theater 2025-2026

absent due to personal illness or an emergency. For doctor/dentist appointments, **the note must be from the doctor or dentist's office.** A note from a guardian will not be considered an excused absence for a doctor or dentist appointment. **Any other absence other than those mentioned above will be considered unexcused.**

CONDUCT EXPECTATIONS

Description of daily class performance: Each day in theater, a student is expected to be in their assigned place when the bell rings, fully participate during class, demonstrate appropriate and positive behavior, have pencil and any other necessary materials in hand, and avoid anything which hinders class performance (non-engagement, gum, food and drinks other than water, reading books, being off-task, etc.). Going to the bathroom during class should be minimized.

Bathroom policy: Students will be required to sign out when using the restroom, and they are prohibited from taking electronics to the restroom. Students are encouraged to use the bathroom before school, during lunch, and during class changes in order to not disrupt rehearsals. Excessive use of the bathrooms will result in a referral to the school nurse.

Passes Policy: Students will not be given passes to visit other teachers, guidance counselors, front office workers, the media center, or any other location during the class period. If there is an emergency, Ms. Phillips is to be notified immediately to provide a course of action. Students are encouraged to visit these places before or after school and during class changes.

Cell Phone Policy: Cell phones are prohibited during class. Every student should leave their cell phone in their backpack which will be placed in the back of the room. Cell phones will be confiscated in Ms. Phillips' for the **remainder of the school day** if used in class. If a student uses his/her cell phone 2 or more times, the student will be subject to a behavior referral.

Breakfast Policy: Breakfast should be eaten in the cafeteria before class begins at 8:24 a.m. No food is allowed in the chorus room. It is impossible to sing and eat at the same time, and we also do not want to add any critters to our classroom. For that reason, you need to plan ahead when giving yourself time to eat breakfast.

IMPORTANT:

- Each performance counts as a major test grade. Performance dates are provided well ahead of the performance dates so that participants may plan their schedules accordingly.
- "Lack of transportation" is not an excused reason for missing a performance. Transportation to and from performances must be planned in advance. For all performances, bus transportation is available if needed.
- Work or family engagements are not appropriate excuses for missing a performance. Conflicts should be communicated to Ms. Phillips well ahead of time to pursue a compromise.
- Students are expected to support their fellow classmates by being present for the full performance.
- Material will be performed from memory unless otherwise specified by Ms. Phillips.
- A student's behavior in theater and in any other class will determine eligibility of participation. Inappropriate or adverse behavior will result in a student being prohibited from performing at the discretion of Ms. Phillips and administrators.
- To participate in extra-curricular events, students must have appropriate attendance.

Central High School Performing Arts Handbook Theater 2025-2026

- Points will be deducted for tardy arrival, departure before the performance ends, inappropriate behavior/dress, and any other questionable issues. It is not difficult to walk away with a perfect score. These expectations are intended to support and enhance the quality of fine arts programs at Central High School and within the county.

Class Tardy Policy: Tardies are calculated based on being late to class. When class begins, if you are not in your assigned location, you are counted as late to class which affects your weekly grade in Chorus.

COMMUNICATION

Email: Guardians received a weekly newsletter at the start of the month. Each Monday, guardians receive a week-at-a-glance outline.

Facebook/Instagram: Updates and announcements are posted on the Central High School Chorus Facebook page regularly.

Facebook – Central High School Chorus

Instagram – central_high_chorus

Website: Visit the chorus page on chs.carrollcountyschools.com/chorus for more information, important forms, etc.

Remind: Sign up for reminder texts by texting the number 81010 with the following code:

All of Central Chorus/Theater - @chsc401

Google Classroom: Students will be added to Google Classroom and are expected to check for assignments and announcements daily.

EXTRACURRICULAR EVENTS

Throughout the school year, there will be a variety of events in which students can participate. Participation in extracurricular events is strongly encouraged but is not mandatory. Information regarding each event will be provided well in advance. Typically, practice sessions for these events will occur before or after school leading up to each event. Ms. Phillips will provide information regarding practices throughout the school year.

To participate in any extracurricular event, students must be passing all classes, must exhibit appropriate behavior throughout all classes, must pay any assigned performance fees, and must attend an adequate number of rehearsals before the event. If a student does not meet the aforementioned criteria, he/she will be prohibited from participating in the event at the discretion of Ms. Phillips and other administration.

Extracurricular events include, but are not limited to the following:

Fall One-Act Musical

All-State Theater

Central High School Performing Arts Handbook Theater 2025-2026

Spring Musical

Annual Performing Arts Trip

Georgia Governor's Honor Program

Literary Competition

TRAVEL RULES OF CONDUCT

All Central High School policies and procedures apply during travel. This includes any on or off campus activities, including but not limited to performances, events at the Carroll County Schools Performing Arts Center, events at the Townsend Center for the Performing Arts, and trips out of town and out of state.

FINANCIAL RESPONSIBILITIES AND FUNDRAISING

While there is no fee to participate in theater class, extracurricular performances will include a performance fee. If a student wishes to join the Central High School Thespian Troupe, they will be responsible for paying annual dues to the organization.

During the school year, we will host fundraisers. These funds are used throughout the school year to assist the Central Performing Arts program in all its endeavors. Participation in these fundraisers is strongly encouraged. Students can use fundraising to pay for assigned fees, trips, and any other financial obligation. Student fundraising profits cannot be saved from year to year.

Parents, if you desire to support the Central Performing Arts program, you are welcome to become involved in our fundraisers. Please email me at ruthie.phillips@carrollcountyschools.com if you are interested.

MATERIALS

STUDENT PROVIDES: Each student will need to provide a notebook for journaling which will be kept in the chorus room. Students may decide to keep a binder for notes. Pencils and highlighters will be needed for note taking and script editing.

CHROMEBOOKS: Students will be issued a Chromebook for use throughout the school day. Students are responsible for using Chromebooks during class if required.

THEATER AWARDS

Varsity Letters – Varsity letters are given to students upon completion of their first full year in Theater. Students have the option of purchasing a letterman jacket through Scholastic Images.

Merit Bars – Merit bars are given to students upon completion of their second, third, and fourth full years in theater. Merit bars can be sewn onto the varsity letter.

Central High School Performing Arts Handbook Theater 2025-2026

Outstanding Theater Student Award – This award is given to multiple students from theater class. Students have the opportunity to vote for their peers, selecting fellow classmates who demonstrate outstanding qualities in both attitude and talent.

Excellence in Theater Award – This award is given to one person in the theater class. Students will nominate a fellow thespian who has demonstrated an exceptional amount of excellence.

Fine Arts Diploma Seal with G+ Advanced Fine Arts Pathway – Students who have been in Theater for four years can apply for the Fine Arts Diploma Seal with G+ Distinction. After completing the application, students will prepare a visual presentation that will be displayed at the Spring Chorus Concert.

Senior Honor Cords – Students who have been in theater for 2+ years and are currently enrolled as a senior in theater will receive the fine arts honor cord.

Literary Recognition – Selected students who compete at Region and State GHSA Literary competitions will be recognized for placing.

Governor's Honors Program – Sophomores and juniors may be nominated by Ms. Phillips for the Georgia Governor's Honors Program in theater.

To earn any award in Theater, the student must be "In good standing" with the program. The definition of "In good standing":

- Attends any mandatory performances.
- Attends before/after school rehearsals (if applicable).
- Reasonably supports theater fundraising efforts, by raising the individual "fair share" goal related to that project.
- The student has demonstrated exemplary character and behavior in their theater program involvement. In order to protect the dignity and character that an award represents, the director has the right to deny the awarding of an award to a student with disciplinary issues, even if all other requirements have been met.
- All financial fines and fees for the program must have been met. If a student owes the theater program fees of any kind, an award cannot be issued.

EDUCATIONAL THEATRE ASSOCIATION

GEORGIA THESPIAN TROUPE

Information will be provided on how to join the Central HS Thespian Troupe. This organization is created through the International Thespian Society and the Educational Theatre Association. The recognition students gain through induction into their school's Thespian Troupe signals to colleges and employers their leadership, service, and extracurricular achievements.

Additionally, membership in your school's Thespian Troupe opens up doors for exclusive events and scholarship opportunities. Thespian festivals provide students and teachers with unparalleled learning, recognition, and engagement — at both the chapter and international levels. Regional and national events offer Thespians a chance to compete for thousands of scholarship dollars, earn commendation through the

Central High School Performing Arts Handbook Theater 2025-2026

International Thespian Excellence Awards (Thespys[®]), and audition for hundreds of college theatre programs

Central High School Performing Arts Handbook

Theater 2025-2026

Theater Curriculum Outline 2025-2026

SEMESTER 1	
First Day of School 8/1	Daily Warm-Up Get to Know You Game Set Class Expectations First Day of School PowerPoint
Week of 8/4	Bonding and Improvisation Intro Review Theater Handbook Journaling and Discussion Exercises Acting U1:LP1 - Theatre Games Improv Friday
Week of 8/11	Theatre Fundamentals U1:LP1 – Theatre Essentials and Origins Improv Friday
Week of 8/18	Th. Fun U1:LP2 – Aristotle’s Elements Improv Friday
Week of 8/25	Acting U1:LP2 – Beats and Objectives Improv Friday
Week of 9/2 (no school 9/1)	Th. Fun U2:LP1 – Introduction to Improv U2:LP2 – Guessing Games U2:LP3 – Skill Games Improv Friday
Week of 9/8	Th. Fun U2:LP4 – Scene Games U2:LP5 – Improv Competition Character Prom Step 1 Improv Friday
Week of 9/15	Character Prom Step 2-6 Catch-Up/Improv Friday
Week of 9/22	Tech Week Props Workshop – Addams Family headstones

Central High School Performing Arts Handbook Theater 2025-2026

	Eulogy Project
Week of 9/29	Tech Week Costume Vision Board Project Costume Designer Visit Sewing Basics
Week of 10/6	Costume Project Presentations (2 days) Acting U3:LP1 – Movement Techniques Improv Friday
Week of 10/20	Acting U3:LP1 – Movement Techniques Addams Family Postmortem Improv Friday
Week of 10/27	Acting U3:LP2 – Pantomime Catch-Up/Improv Friday
Week of 11/4 (no school 11/3)	Th. Fun U3:LP3 – Body Leading and Movement U3:LP4 – Vocal Explorations Acting U4:LP1 – Breath and Voice U4:LP3 – Marking Vocal Opportunities Improv Friday
Week of 11/10	Acting U4:LP3 – Marking Vocal Opportunities Th. Fun U3:LP5 – Preparing an Audition Improv Friday
Week of 11/17	Th. Fun U3:LP5 – Preparing an Audition Improv Friday
Week of 12/1	Acting U5:LP1 – Selecting and Preparing an Audition Improv Friday
Week of 12/8	Acting U5:LP1 – Selecting and Preparing an Audition U5:LP2 Improv Friday
Week of 12/15	Student Presentations

Central High School Performing Arts Handbook

Theater 2025-2026

SEMESTER 2	
Week of 1/6 (no school 1/5)	Th. Fun U4:LP1 – Playwrights and Plot Structure Improv Friday
Week of 1/12	Th. Fun U4:LP2 – Capturing Unique Character Voice Improv Friday
Week of 1/20 (no school 1/19)	Th. Fun U4:LP3 – Dynamic Dialogue Catch-Up/Improv Friday
Week of 1/27	Th. Fun U4:LP4 – Creating a Script Improv Friday
Week of 2/2	Th. Fun U4:LP4 – Creating a Script Student Presentations (2 days) Improv Friday
Week of 2/9	Th. Fun U5:LP1 – Scenic Design and Design Concepts U5:LP4 – Design Critique Improv Friday
Week of 2/23	Th. Fun U6:LP1 – Medieval Morality Plays Improv Friday
Week of 3/2	Th. Fun U6:LP1 – Medieval Morality Plays U6:LP2 – Living Newspaper Improv Friday
Week of 3/9	Th. Fun U6:LP3 – Researching Historical Styles Improv Friday
Week of 3/16	Th. Fun U6:LP3 – Researching Historical Styles U6:LP4 – Historical Style Performance Mamma Mia Postmortem
Week of 3/23	Th. Fun U6:LP4 – Historical Style Performance Improv Friday
Week of 3/30	Th. Fun U6:LP4 – Historical Style Performance Catch Up

Central High School Performing Arts Handbook Theater 2025-2026

	Playwriting Workshop Improv Friday
Week of 4/13	Acting U6:LP1 – Selecting and Preparing Scenes Improv Friday
Week of 4/20	Acting U6:LP1 – Selecting and Preparing Scenes Improv Friday
Week of 4/27	Acting U6:LP2 – Workshopping and Performing Scenes Improv Friday
Week of 5/4	Acting U6:LP2 – Workshopping and Performing Scenes Senior Presentations
Week of 5/11	Acting U6:LP2 – Workshopping and Performing Scenes Underclassmen Presentations Friends and Family Performance
Week of 5/18	Final Reflection

**Central High School Performing Arts Handbook
Theater 2025-2026
Central Performing Arts Handbook Sign-Off**

*Please note: this document is needed *in addition to* the digital sign-off form. Students will fill out the digital sign-off form in class on August 8, 2025.

Due Date: **August 15, 2025**

Student Name _____ Period: _____

Guardians and students: Please sign below that you have read, understand, and will support the performing arts handbook guidelines and expectations, including all mandatory performance dates.

IMPORTANT: Guardians, please print your email address and cell phone number carefully so that you can be added to the email group for weekly updates and to Remind for text updates.

Student Signature: _____ Date: _____

Guardian Name (Print): _____

Guardian Signature: _____ Date: _____

Home Phone Number: _____ Cell Phone Number: _____

Best Email Address: _____

Secondary Email Address (optional): _____

Central High School Performing Arts Handbook
Theater 2025-2026
Carroll County Schools Extracurricular Activities
Consent for Participation- Randomized Student Drug Testing

I understand that submission to testing for the presence of drugs and alcohol is a condition of participation in privileged activities in the Carroll County School System. I further understand that if I refuse to be tested, fail to report for the test, or if the test establishes a violation of the drug testing policy, I will be subject to the consequences as set forth by the drug testing policy.

By signing and dating this form, I consent to be randomly tested throughout the school year. The random testing will be done monthly throughout the school year. The selection process for random drug testing will be performed by a contracting body with the participating students being notified on the day they are to report for testing.

I hereby consent to the administration of drug tests and to the conditions listed in this consent and the accompanying general prohibitions and procedures as outlined in Policy JCABB, JCABB-R (1) of the Carroll County School System Policy Manual.

I understand that unless my parent or guardian contacts the Drug Testing Administrator after the first year and makes a formal request to remove by name and student ID number from the testing pool, my name will be automatically reentered into the testing pool each year.

Participating Student's Printed Name: _____

Date: _____ Signature: _____

Parent/Guardian's Printed Name: _____

Date: _____ Signature: _____

Participating Activities _____
(Please list all activities you will participate in during the 2025-2026 school year.)