

**STATE MEET
HONOR CREW**



ONE-ACT PLAY CONTEST

April 6, 2017

Dear State Meet Honor Crew Member:

Please read this information carefully.

The 4A - 6A State Meet OAP Contest is scheduled April 12-14. This Honor Crew will meet for orientation Tuesday, April 11 at 4:30 pm in the Main Theatre of the Round Rock ISD PAC. Teacher Honor Crew and Staff will meet at 3:00.

The 3A - 1A State Meet OAP Contest is scheduled April 18-20. This Honor Crew will meet for orientation Monday, April 17 at 4:30 pm in the Main Theatre of the Bastrop ISD PAC. Teacher Honor Crew and Staff will meet at 3:00.

You should bring appropriate clothes for backstage work: no open-toed shoes, dark colors. Business attire is appropriate House or Theatrical Design crew. Your crew assignment is included in this packet and schedule. Please bring appropriate attire for the job indicated. Backstage workers should have black clothes. (A T-Shirt is provided for Student Honor crew) Front of House workers should dress business-like with comfortable shoes for all. You will be on your feet for many hours no matter what crew you are working.

Teachers, Staff and Students must bring the Volunteer Form that is included to the meeting. If illness, disaster or acts of nature make it necessary for you to withdraw from honor crew participation, call me (512-471-9996 or 471-4517) immediately!

We are looking forward to your participation in an outstanding educational theatre experience.

Sincerely,



Luis Muñoz
State Theatre Director

HONOR CREW GENERAL RULES OAP STATE MEET

- ◆ Sign in and out each time you leave.
- ◆ Don't be late. Official time is the clock tower.
- ◆ Take a shower everyday.
- ◆ Eat at least once everyday.
- ◆ No bad language. No alcohol. No cigarettes.
- ◆ No food or drinks (except water) on stage.
- ◆ Cell phones shall NOT be turned on while on stage or in the house. They may be used only in Greenroom or outside the building.
- ◆ Smile. This is fun.
- ◆ Don't talk about the productions good or bad.
- ◆ You MUST work the rehearsal to work the show.
- ◆ If you want to support the companies simply say "Good Show".
- ◆ Don't get in the way. If you are watching a show it should be from the back of the theatre.
- ◆ Don't wander around the building. Stay in the greenroom when not involved with a show.
- ◆ Wear your tag at all times in the building. It is also your "ticket" to watch shows from the house.
- ◆ Always enter and exit through the Security Doors by the Call Table. Do NOT use the loading dock entrance.
- ◆ If a show is disqualified do not comment in anyway.
- ◆ Keep the greenroom clean. There is no maid service.
- ◆ Keep your voice down. Sound travels better than you think to the stages.
- ◆ Don't invite anyone extra into the Greenroom. Crew members and Honor Crew sponsors only.
- ◆ Check out at the Lobby to get your certificate on Wednesday night.

LOAD-IN PROCEDURES

- Assemble all rolling carts and several wardrobe racks at the loading dock.
- ALL Crews help with load-in. Callers should be available to coordinate taking costumes to dressing rooms or holding areas. One caller should remain at the caller's table during the load-in.
- Pre-cut spike tape into small (1" – 1.5") pieces and attach to a coat hanger for spiking.
- Consult the color chart to make sure that you know which schools are which colors.
- Do not load anything until a Stage Manager tells you to.
- Spike ALL items, preferably on the bottom or underside of furniture and take to the designated storage area for that school.
- Do not run, but be quick about storing and spiking items. We only have 1 hour to load in all shows. Remember to take care when moving large or delicate items to prevent damage to the items and to yourself.
- Participating Company members are NOT allowed to enter the backstage area during load-in. They should hand-off items to Honor Crew for spiking and storage once the stage manager has checked the item off.
- If something gets damaged or broken, let Technical Director or a Stage Manager know immediately.
- When the last show is loaded – in and all scenery is properly stored you may return to the Greenroom for a donut. Company meeting begins at 7:30 only crew heads must be present for this meeting to be introduced to the companies. You should remain quiet when on-stage until the company meeting is over.

Meet Officials

Luis Munoz State Theatre Director
Elisabeth Sikes UIL Senior Administrative Associate
Carla Schumann, Missy Head – Assistants to the State Theatre Director
Mark Pickell – TTAO Certification Chair
Rachael Gomez – Theatrical Design Director

Round Rock

Jerry Ivins – Contest Manager
Matthew Smith – Lighting Director
Megan Thompson – Stage Supervisor
Greta Peterson, David Kersh – Stage Managers
Karen King – House Manager
Libby Rotan – Host and Call Table
Clint Cottom – Timekeepers Crew Head
Connie McMillan – Critic Host
Mel Edwards – Scho-Show Crew Head
Katarina Antolovic, Lauren Gomez, Adrienne Loftus, Lauren Weik - Assistant Contest Managers

Bastrop

Robin Robinson – Contest Manager
Matthew Smith – Lighting Director
Amy Jordan – Stage Supervisor
Madeleine Umhoefer, Jessica Brewster – Stage Managers
Tana Howard, Jana Richardson – House Manager
Amy Medina – Host and Call Table
Cindy Timms – Timekeepers Crew Head
Connie McMillan – Critic Host
Tony Aguirre – Scho-Show Crew Head

Bobby Robinson – Asst Stage Supervisor

Katarina Antolovic, Lauren Gomez, Adrienne Loftus, Lauren Weik - Assistant Contest Managers

Type of Crew	Meet Site	First Name	Last Name	High School	City	Theatre Director (MUST ACCOMPANY STUDENT HONOR CREW)	Student Assignment	Work Session	TeacherAssign ment
Student Honor Crew	Round Rock	Sean	Chaffin	Rusk High School	Rusk	Catherine Gaertner	Caller	A	House
Student Honor Crew	Round Rock	THOMAS	COLLIER	Mount Pleasant High School	Mount Pleasant	Jaden Avance	Caller	A	House
Student Honor Crew	Round Rock	Ian	Falk	Cedar Park High School	Cedar Park	Jeff Smith	Caller	A	Stage
Student Honor Crew	Round Rock	Erin	Klay	Jasper High School	Jasper	Mackenna Coffey	Caller	A	House
Student Honor Crew	Round Rock	Rachel	Reiners	Plano Senior High School	Plano	Cassidy McQuiston	Caller	B	House
Student Honor Crew	Round Rock	Savannah	Parker	Madisonville High School	Madisonville	Erin Cearley	Caller	B	House
Student Honor Crew	Round Rock	Sawyer	Tirey	Plainview High School	Plainview	Jennifer Riley	Caller	B	House
Student Honor Crew	Round Rock	Ethan	Wells	Nederland High School	Nederland	Carley Hunt	Caller	B	House
Student Honor Crew	Round Rock	Jed	Barker	Edgewood High School	Edgewood	Jennifer Barker	Lights	A	Lights
Student Honor Crew	Round Rock	Brittian	Gaspard	Nederland High School	Nederland	Roxanne Gray	Lights	B	Lights
Student Honor Crew	Round Rock	Kate	Carlin	Keller High School	Keller	Melissa Freeman	Photo	A	Sch Show
Student Honor Crew	Round Rock	Maribel	Palacios	Estacado High School (Lubbock ISD)	Lubbock	Zoya Provencio	Photo	A	Sch Show
Student Honor Crew	Round Rock	Abstinence	Scott	Pampa High School	Pampa	Heather Wallace-Weinette	Photo	B	Sch Show
Student Honor Crew	Round Rock	Timothy	Smith	Madisonville	Madisonville	Erin Cearley	Photo	B	Sch Show
Student Honor Crew	Round Rock	Jeremiah	Barker	Edgewood High School	Edgewood	Jennifer Barker	Sound	A	Sound
Student Honor Crew	Round Rock	Maddi	Briones	Estacado High School (Lubbock ISD)	Lubbock	Zoya Provencio	Sound	B	Sound
Student Honor Crew	Round Rock	Allison	Bell	San Angelo Lake View	San Angelo	Hec Knutson	Stage	A	House
Student Honor Crew	Round Rock	Julia	Chavarria	BF Terry High School	Rosenberg	Jessica Rodriguez	Stage	A	Stage
Student Honor Crew	Round Rock	Alejandro	Hernandez	Socorro High School	El Paso	Molly Alvarado	Stage	A	Stage
Student Honor Crew	Round Rock	Faith	Rodriguez	Rider High School	Wichita Falls	Tabitha Cahanin	Stage	A	Stage

Student Honor Crew	Round Rock	kat	shehan	Vista Ridge high school	Cedar Park	Rhonda Roberts	Stage	B	Stage
Student Honor Crew	Round Rock	Caleb	Sullivan	Jasper High School	Jasper	Mackenna Coffey	Stage	B	Stage
Student Honor Crew	Round Rock	Michael	Villarreal	Pampa High School	Pampa	Heather Wallace-Weinette	Stage	B	Stage
Student Honor Crew	Round Rock	Adam	Wassilchalk	Hutto High School	Hutto	Monroe Oxley	Stage	B	Stage
Student Honor Crew	Round Rock	Gitierrez	Amanda	Zapata High School	Zapata	Nelli Garcia	T Design	A	T Design
Student Honor Crew	Round Rock	Lizeth	Gomez	PSJA North	Pharr	Brian Honl	T Design	B	T Design
Student Honor Crew	Bastrop	Kolbey	Brown	Munday High School	Munday	Mandy Brown	Caller	A	House
Student Honor Crew	Bastrop	Alexis	Crowther	Medina High School	Medina	Emily Dabney	Caller	A	House
Student Honor Crew	Bastrop	Grace	Harrison	Medina High School	Medina	Emily Dabney	Caller	A	House
Student Honor Crew	Bastrop	Chance	Loftin	West Hardin High School	Saratoga	Sandra Peek	Caller	B	House
Student Honor Crew	Bastrop	Kenzie	Weiss	Life High School Waxahachie	Waxahachie	Laurel Bush	Caller	B	House
Student Honor Crew	Bastrop	Colton	Winters	Bishop High School	Bishop	Christina Lee	Caller	B	House
							Lighting	A	House
Student Honor Crew	Bastrop	Jordan	Scott	Bishop High School	Bishop	Christina Lee	Lighting	B	House
Student Honor Crew	Bastrop	Emily	Drees	Whitney High School	Whitney	Carman Michael	Scho Show	A	House
Student Honor Crew	Bastrop	Lauren	Hinojosa	Taft High School	Taft	Kerri Ramos	Scho Show	A	House
Student Honor Crew	Bastrop	Meagan	Riley	West Hardin High School	Saratoga	Sandra Peek	Scho Show	B	House
Student Honor Crew	Bastrop	TBA	TBA	Blanket	Blanket	Cynthia Heard	Scho Show	B	House
Student Honor Crew	Bastrop	Meadow	Reynolds	Zephyr	Zephyr	Natanya Turk	Sound	A	House
Student Honor Crew	Bastrop	Jon	Valdez	Taft High School	Taft	Kerri Ramos	Sound	B	House
Student Honor Crew	Bastrop	Kelly	Bashinskaya	Blue Ridge	Blue Ridge	Stacey Raymer	Stage	A	House
Student Honor Crew	Bastrop	Mason	Byrd	Farwell High School	Farwell	Patty O'Hare	Stage	A	House

Student Honor Crew	Bastrop	Luc	Comeau	Trenton	Trenton	Byron Holland	Stage	A	House
Student Honor Crew	Bastrop	Zach	Fox	Trenton	Trenton	Byron Holland	Stage	A	House
Student Honor Crew	Bastrop	Analiese	Garcia	Austwell-Tivoli	Tivoli	Antonio Aguirre, Jr.	Stage	B	House
Student Honor Crew	Bastrop	Jake	Ingram	Life High School Waxahachie	Waxahachie	Laurel Bush	Stage	B	House
Student Honor Crew	Bastrop	Valeria	Martinez	Blue Ridge	Blue Ridge	Stacey Raymer	Stage	A	House
Student Honor Crew	Bastrop	Emma	Norman	Farwell High School	Farwell	Patty O'Hare	Stage	A	House
Student Honor Crew	Bastrop	Andres	Aguilar	Irvin High School	El Paso	Patricia Ramirez	T Design	B	House
Student Honor Crew	Bastrop	Johnathan	Hart	Kennedale High School	Kennedale	Genevieve Croft	Stage	B	House
Student Honor Crew	Bastrop	Thomas	Abshire	Pampa High School	Pampa	Heather Wallace	Stage	B	House
Student Honor Crew	Bastrop	Elijah	Nichols	Spring Hill High School	Longview	Becky Smith	House	B	House
Student Honor Crew	Bastrop	Skylar	Sayre	Spring Hill High School	Longview	Becky Smith	House	B	House
Student Honor Crew	Bastrop	Janey	Tarwater	El Paso High School	El Paso	Christy Moss	House	B	House
Student Honor Crew	Bastrop	Samantha	Koples	El Paso High School	El Paso	Christy Moss	House	B	House
Teacher Honor Crew	Round Rock	Rhonda	Amstutz	La Feria High School	La Feria	N/A	House	A	
Teacher Honor Crew	Round Rock	Gary	Cooper	University of Houston	Spring	N/A	House	A	
Teacher Honor Crew	Round Rock	Genevieve	Croft	Kennedale High School	Waxahachie	N/A	House	A	
Teacher Honor Crew	Round Rock	Timothy	Doyle	Lovejoy High School	Plano	N/A	House	A	
Teacher Honor Crew	Round Rock	Henrietta	Haynes	Port Arthur Memorial	Beaumont	N/A	House	A	
Teacher Honor Crew	Round Rock	Sara	Hogan	Hereford High School	Canyon	N/A	House	B	
Teacher Honor Crew	Round Rock	David	Kersh	Fossil Ridge High School	Fort Worth	N/A	Stage Manager	B	
Teacher Honor Crew	Round Rock	Wes	Naron	William Travis High School	Round Rock	N/A	House	B	
Teacher Honor Crew	Round Rock	John	Ogden	Potter High School	Porter	N/A	House	B	

Teacher Honor Crew	Round Rock	Holly	Stone	Royse City High School	Garland	N/A	House	B	
Teacher Honor Crew	Bastrop	Deidra	Dallas	Ballinger High School	Ballinger	N/A	House	A	
Teacher Honor Crew	Bastrop	Leslie	Tatum	Post High School	Post	N/A	House	B	
Teacher Honor Crew	Bastrop	Tim	Tatum	Post High School	Post	N/A	House	B	
Teacher Honor Crew	Bastrop	Jana	Tiller	Grandview High School	Grandview	N/A	House	A	
Teacher Honor Crew	Bastrop	DOLORES	VELA	Austwell-Tivoli High School	Tivoli	N/A	House	A	
Teacher Honor Crew	Bastrop	Cynthia	Heard	Blanket	Blanket	NA	House	B	

University of Texas at Austin
GENERAL GUIDELINES FOR ESTABLISHING VOLUNTEER RELATIONSHIPS

(VOL-A1 / June 25, 2013)

A University volunteer is an individual who, without the expectation of compensation, performs services directly related to the business of the University. The purpose of these guidelines and the associated forms is to provide University departments with a process that will assist them in properly selecting volunteers, obtaining needed information, and assuring that both the volunteer and the University understand the parameters of the volunteer relationship. Under the Federal Fair Labor Standards Act, a current non-exempt employee cannot be both a paid employee and a non-paid volunteer while performing the same type of work for the same employer. Consult HR if you have questions regarding current University employee volunteers.

To qualify as a University volunteer, an individual must meet the minimum qualifications to perform the work assignment and be willing to abide by the University policies and regulations that govern their actions. Departments are responsible for establishing their own volunteer position descriptions and screening process. However, volunteers that are to be assigned to a security sensitive position are required to undergo a screening process, similar to a regular employee, to determine their qualifications and fitness for the assignment, including, but not limited to an interview, reference check and criminal background check. Depending upon the function, volunteers must also meet any necessary licensing and certification requirements.

A University volunteer may not perform any work until he or she has completed and signed the volunteer application and the volunteer assignment detailing the work to be performed and agreeing to the relationship of the volunteer to the University. A volunteer under the age of eighteen may not perform any work without the consent of their parent or legal guardian.

Departments are responsible for providing their volunteers with the necessary training and supervision to safely carry out their assigned volunteer activities. If the volunteer assignment includes working with machines or equipment, a volunteer cannot perform any work until successful completion of training has been documented. In addition, volunteers working with machines or equipment must be provided with appropriate personal protective equipment.

Volunteers are not considered employees for any purpose. Volunteers are University Affiliate (affiliated worker) positions in HRMS. They are not eligible for retirement, health benefits, or workers' compensation as a result of their volunteer status. Although a volunteer does not have the same health benefits and liability protections as a regular employee, there are State and Federal laws that provide volunteers with limited protections from exposure to personal liability while performing duties within the scope of their assignment. In order to assure that volunteers benefit from these protections from personal liability, it is important for departments to specify the scope of their job duties in a written position description at the time of their assignment.

Volunteers serve at the pleasure of the University. Accordingly, a volunteer assignment can be terminated at the discretion of the University at any time, without notice or cause or recourse.

University of Texas at Austin
VOLUNTEER APPLICATION

(VOL-B1 // June 25, 2013)

Volunteer Applicant Last Name	First	Middle	
Home Address: Street	City	State	Zip Code
Home Phone	Mobile Phone	Email	
Drivers License # State Issued	Highest Education Completed/Training/Licenses		
Current Employer	Position		
Have you ever worked for the University of Texas ? If yes, dates of employment, department and job title.			
Have you ever been convicted of a crime other than minor traffic violations? If yes, please explain.			
Emergency Contact Name	Relationship	Phone(s)	

REFERENCES:			
Name:	Relationship	Name:	Relationship
Address:	Phone	Address:	Phone

I understand and agree that I am volunteering solely for personal purposes and without any promise or expectation of compensation, fees, benefits or future employment with the university. I further understand and agree that my volunteer service may be terminated at any time without cause or recourse.

I understand and agree to abide by the rules, policies and procedures of the University of Texas at Austin and all applicable State and Federal laws. Further, I will familiarize myself with such laws, rules, and policies, including conduct, confidentiality, conflicts of interest, ethical behavior, equal opportunity, compliance and safety.

In consideration of my participation as a volunteer, I hereby release and agree to indemnify and hold harmless the University of Texas and its officers, employees and agents from any liability for any loss, cost, or damage to me or my property arising out of or in connection with my activities or performance of my volunteer work. I agree that all information, property and materials received and/or created by me in connection with performance of my volunteer work are property of the University and I will return them promptly upon request or termination of my service.

I certify that all statements in this application are true and complete to the best of my knowledge. I understand that the University of Texas is a government agency and that this application is a government document and that making false statements on a government document is a violation of law. I hereby give the University permission to inquire into my education, references, driving record, employment, and volunteer history.

Signature of Volunteer Date

University of Texas at Austin
VOLUNTEER (MINOR) CONSENT OF PARENT OR LEGAL GUARDIAN
 (Required for Volunteers Under 18 Years of Age)

(VOL-B3 // June 25, 2013)

Volunteer Last Name	First	Middle	
Home Address: Street	City	State	Zip Code
Date of Birth	Drivers License # State Issued		
Honor Crew			
Volunteer Position/Job Title:			
Assist with event operations during the UIL Academic State			
Meet under the direction of the UIL Academic Director.			
Summary of Volunteer Position/Job Duties:			

I certify that I am the parent/guardian with legal responsibility for the above named volunteer. I have read the volunteer assignment position description above and I hereby grant my permission for him/her to participate as an unpaid volunteer for the University of Texas at Austin. I affirm that I understand that he/she must abide by all University policies and regulations and that he/she will serve at the pleasure of the University. I further hereby consent and agree to his/her release as provided in the volunteer application, and for myself, my heirs, assigns, and next of kin, I hereby release and agree to indemnify and hold harmless the University from any and all liabilities arising out of or incident to my minor child's involvement as a Volunteer, to the fullest extent permitted by law.

Signature of Parent or Guardian	Date
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Print Parent or Guardian Last Name	First	Middle	
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Home Address: Street	City	State	Zip Code
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University of Texas at Austin
VOLUNTEER PHOTO RELEASE

(VOL-D3 // June 25, 2013)

Volunteer Last Name	First	Middle	
Home Address: Street	City	State	Zip Code

Photo Release

In consideration of and as a condition of the volunteer opportunity offered to me by the University of Texas at Austin, I, the above named volunteer, hereby grant the University of Texas at Austin permission to publish and use without obligation in print, electronic or video format, for educational, public relations, publicity and promotional purposes for the use and benefit of the University, any photograph, likeness or image of myself either alone or with others and any stories, illustrations and accounts in which I appear in connection with my volunteer service. I understand and agree that I am to receive no compensation of any kind, monetary or otherwise, on account of or arising from the production, publication, recording, rebroadcasting, or other use of such material.

Signature of Volunteer Date

Witness Signature (Volunteer Supervisor): Date