

# 1A Region 3, Area 1 OAP Information Packet for Directors

## Stephenville High School - April 13, 2024

Stephenville High School  
2650 W. Overhill Drive  
Stephenville, TX 76401

**Contest Manager:** Tammy Jones

[tammy.jones@sville.us](mailto:tammy.jones@sville.us)

[theyearbookladytam@yahoo.com](mailto:theyearbookladytam@yahoo.com)

School classroom: 254-552-6510

School Office: 254-968-4141

\*\*\*CELL: 830-446-9581

**Stage Manager:** Mindy McCleskey

Stephenville High School Director

\*Please email your program information to Tammy Jones at [tammy.jones@sville.us](mailto:tammy.jones@sville.us) as soon as possible so that I can verify that the information submitted online is accurate for this contest. Please put UIL OAP PROGRAM INFORMATION in the subject line so that if your email goes to the spam folder, I can find it. I will send you a proof of the program a day or two before the contest. Please watch for the proof, check all your information and get back to me with changes or approval for the script as it is, just as soon as possible so I can make corrections and get the program printed in a timely manner.

### The Adjudicators:

The judging panel was contracted by the UIL office during the summer.

The judges are: Sharon Kaye Miller (lead adjudicator/acting judge); Jim Rambo, and Deb Smith

### Mailing Addresses for Scripts: (send as early as possible!)

Jim Rambo  
4101 Grim Ave.  
Waco, TX 76710

Sharon Kaye Miller  
5709 Wester Way Dr.  
Arlington, TX 76013

Deb Smith  
4433 Flintrock Drive  
Abilene, TX. 79606

**Arrival Information:**

The Directors/Judges Meeting will take place at 12:30 PM. Your student host will escort you to the meeting when you are ready.

The contest will begin with the first show loading onto the center of the stage starting at 1:00 PM and the show will begin about 10 minutes later. Shows will then run back-to-back during the afternoon.

Masks are optional though social distancing is encouraged for our guests.

Doors will close as each play starts with NO LATE ENTRANCE. Please encourage your guests to arrive earlier than expected and wait in the lobby until the current play finishes, and then enter the auditorium. All guests will need to enter from the front of the auditorium facing Overhill Drive. Remind your guests about UIL photography/recording rules.

**Performance Order (Drawn by Contest Manager):**

1st Show: Bi-District B - 3  
2nd Show: Bi-District B - 2  
3rd Show: Bi-District A - 2  
4th Show: Bi-District B - 1  
5th Show: Bi-District A - 3  
6th Show: Bi-District A - 1

\*\*\*Please remember it is alphabetical based on the name of the show. It will be posted as soon as both Bi-District results are out.

**Rehearsal Information:**

Load in will be on Dale St. at the scene shop doors with the large cafeteria sign above them. Your storage square will be in the scene shop. You will be greeted by your student host who will answer any questions and will escort you and your students through the rehearsal process, then to your holding classroom for the day, and will stay nearby to take you anywhere you need to go throughout the contest.

BUSES and other large vehicles will need to park in the baseball/softball parking lot

(also off of Dale Street) which is down from the drop off area (Friday only).

### **Rehearsal Schedule:**

#### Friday, April 12:

12:30-1:30 PM -  
2:00-3:00 PM -  
3:30-4:30 PM -  
5:00-6:00 PM - extra slot if needed

#### Saturday, April 13:

6:30-7:30 AM - extra slot if needed  
8:00-9:00 AM -  
9:30-10:30 AM -  
11:00 AM -12:00 PM -

This is a ONE HOUR REHEARSAL with 15 minutes allotted to load in the next show and verify paperwork. Rehearsal time starts and ends promptly in order to stay on schedule. Rehearsals will be determined by proximity and various schools' needs. Please contact [tammy.jones@sவில்le.us](mailto:tammy.jones@sவில்le.us) immediately to request your rehearsal slot but be prepared to be flexible and move around if another school has potential conflicts to work out. If it becomes a problem, the first 3 shows will rehearse on Friday and the second set of 3 will rehearse on Saturday in performance order.

### **Things to Bring to Rehearsal:**

1. Proof of Royalty Payment
2. Proof of Publisher Permission to perform the play
3. Any special permissions from UIL
4. Official Script clearly marked indicating the parts being presented/live music cues
5. Community Standards and Compliance Form
6. Any Substitution Forms

### **Contest Information:**

You will be allowed to move all your items to the stage prior to the timed 7 minute set up. We will operate by putting all set pieces in the center of the stage before starting the

7 minute set up. The 7 minute strike will have you move unit set pieces back to their storage area and your other set pieces back to center. After the time is called, you can then put your set pieces back in your square or strike completely out the scene shop doors if you wish.

### **Dressing Rooms:**

You will be assigned a classroom for you to use as a dressing room and hangout area. We will provide you with one full length mirror and trash cans. Please bring your own mirrors as needed. You will have access to restrooms down the hall. You will be required to leave the classroom in the condition you found it. Trash will need to be bagged and placed in the hallway. PLEASE do NOT allow your students to wander the campus. You may not leave until the contest manager or stage manager has checked your room as being clean.

### **Warm Up:**

If you wish, you will be escorted by your student host to a room for warmups about 10 minutes after the play and cast before you enter the stage for their show (about 30 minutes before your show). They will then escort you to the stage when the show before you clears out of the space.

### **Performances:**

The casts should be reminded not to enter the auditorium in make-up or costume after their performance.

### **Time Warning Procedures:**

The stage manager, Ms. McCleskey, will give audible calls for set, strike, and 60 second start. She will give the 15 and 35 minute warning to your designated stage manager who will need to respond with "35 minute warning received." She will also make sure your techies are comfortable with our lighting and sound at the start of your rehearsal session before returning to the stage. A knowledgeable student will be stationed in the booth for emergency help during rehearsals and performances.

### **Headsets for Tech Communication:**

There are headsets for communication on both sides of the backstage area and in the control booth. They are connected to the wall, but the cable is long and the pulleys for the curtains are accessible while wearing a headset.

### **Other things to note:**

\*OAP unit set pieces are on the back wall at stage left. We have a complete unit set

with 2 window units, a French door, and a standard door.

\*A prop table is provided on both sides of the stage in the wings.

\*We have numerous stage weight bags if needed.

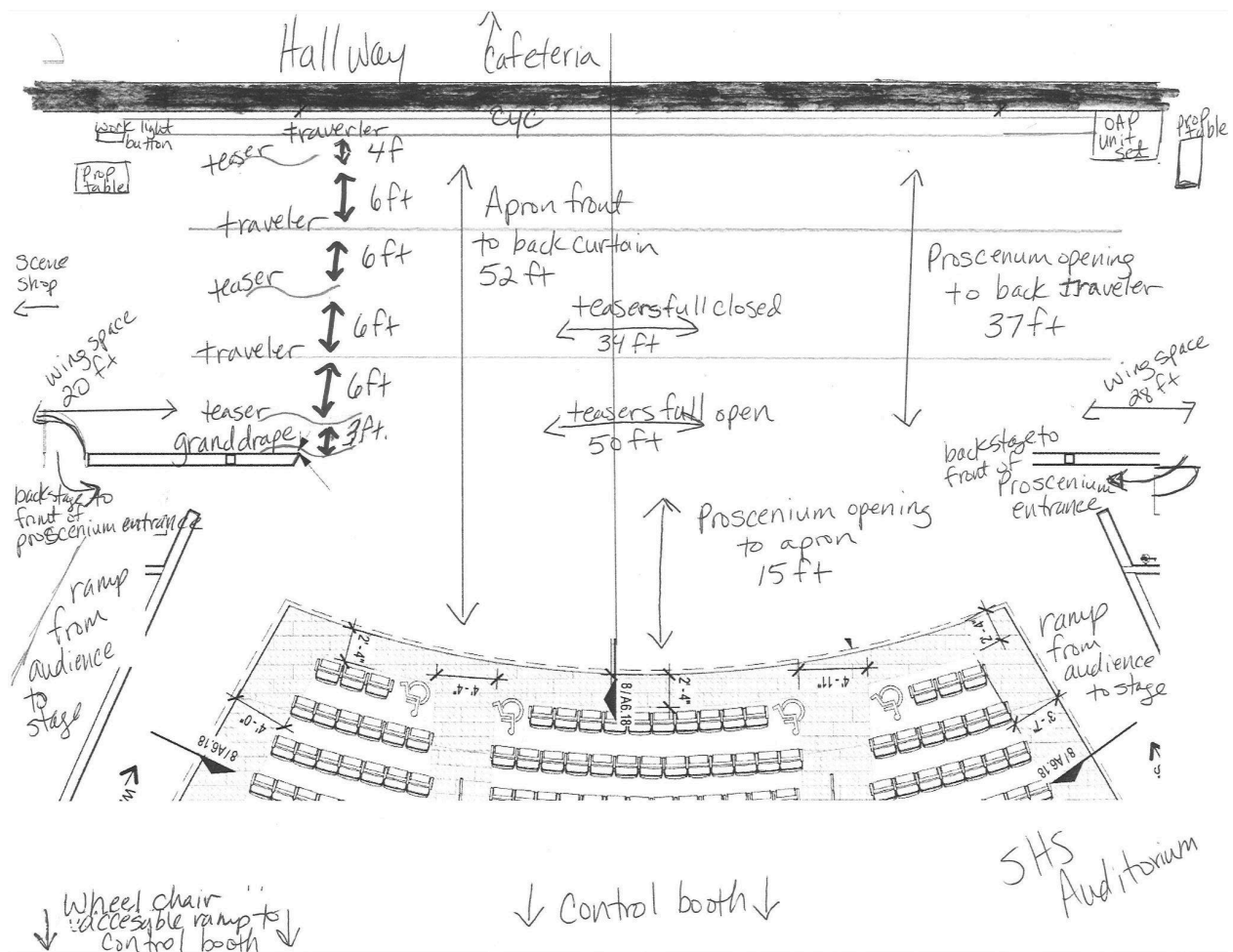
\*Electrical outlets are on both sides of the stage and the back of the proscenium wall and at the back of the stage behind the back curtain on either side

\* STAGE WEAPONS-Prop Stage guns, knives, swords.. Schools are required to indicate on entry form if stage weapons (prop swords/guns...) are used onstage. Required: Contest Manager must inform the host site of the schools bringing stage weapons. Contest will adhere to site policies. Required: Contest manager will continue to check all weapons for safety at tech/site rehearsal. Required: Competing schools shall keep all stage weapons secured at all times in a storage box and under their supervision until tech rehearsal/performance time. Required: Participating schools shall not rehearse outdoors, in hallways or dressing rooms with replica firearms. Required: Participating schools shall not make entrances through the auditorium with replica firearms during rehearsal or performance. Other rules pertaining to stage weapons remain unchanged and can be found in the current Handbook.

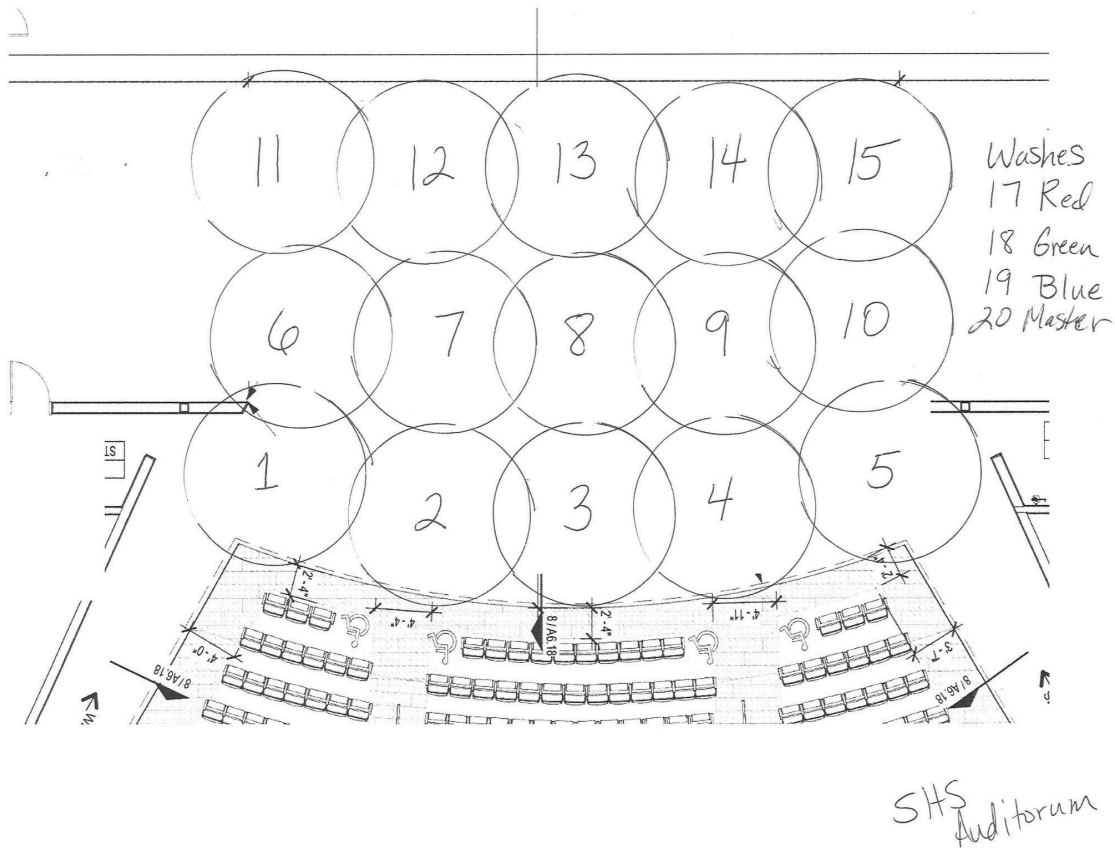
\*MUSIC LOG Music Log is not required at the UIL Tech/Site Rehearsal. Live Music will continue to be timed. No more than 19 minutes of live music. Schools shall indicate the use of live music in the integrity script.

\* 1x1 UNIT SET CUBE Name Change- 1X1 UIL UNIT SET PLATFORM- Now called 1x1 UNIT SET CUBE- STACKING A PYLON VERTICALLY ON TOP OF THE 1X1 CUBE IS PROHIBITED.

## Stage measurements and curtain locations:



## Light Plot:



## Lighting:

ETC Ion xe console with 15 areas of lighting set to individual sliders/faders. Red, blue, and green color washes are also set to sliders/faders.

Area 1-15 are on sliders 1-15. 17 is Red Wash, 18, Green Wash, 19 Blue Wash, 20 Grand Master. Other color washes are available.

House lights and work lights are controlled through a touchscreen located backstage and in the control booth. There will be a student assigned to make sure house lights are turned off prior to the start of your show and work lights are turned on during set up and strike. There are also blue safety lights that will be turned on for the duration of your

show for backstage visibility and safety. If you use the cyc, you may request to have the blue safety lights turned off.

**\*\*\*No fog machines are permitted as it will set off the fire alarm system.**

**Lightboard:**







**Examples of Color Washes (work on whole stage or cyclorama):**





**View of Auditorium from Stage**





**View of Stage/Auditorium from the Booth:**



**Sound Board:**



**Sound:**

Yamaha QL Series. You need to bring a device, ipad, phone, or laptop to connect to the board. Make sure your music/sound is on your device and not the internet. Your device will have to be in airplane mode. You can bluetooth to the board or use the aux cable we will provide. This is a cable that looks like a headphone jack. The only thing students will need to touch on the board is the grand master.

**After the Competition:**

When the final show concludes, we will use the following procedure:

Judges will deliberate, make their decisions, and draw for critiques. Each school will be assigned to a section of the auditorium and will be notified when judging is complete so they can report to their section. While waiting for notification, assigned classrooms should be cleaned and sets loaded out to buses and trailers. The judges will then conduct critiques to each of the shows in their assigned section. Judges will move, not the schools. Critiques will be limited to 15-20 minutes. After critiques are complete, awards will be announced, pictures taken, and then the contest will be complete.

\*\*\*Please let me know if I can help you in any way as you prepare for this round of competition. You can contact me at all the emails and phone numbers listed above. We look forward to you being with us and having a GREAT CONTEST! BREAK A LEG!