

**ALBERTA HIGH SCHOOL DRAMA FESTIVAL ASSOCIATION
CONSTITUTION**
(Revised 1997)

ARTICLE I NAME

The name of this organization shall be the Alberta High School Drama Festival Association (AHSDFA).

ARTICLE II REGISTRATION

The AHSDFA was registered with the Registrar of Companies, Department of the Provincial Secretary, Government of Alberta on May 21, 1970.

Corporate Registry # 50005927

Charitable Tax Registry # 085118822

ARTICLE III MISSION and OBJECTIVES

The overall mission of the AHSDFA is to promote interest, involvement, and development in all phases of drama and theatre for students and teachers in Alberta high schools through the sponsorship of annual drama festivals.

It is to be understood that all involvement in AHSDFA sponsored festivals is for the betterment and development of students and that all involvement will be underscored with integrity, flexibility, and co-operation.

Objectives:

- to promote a positive network for communication, linking high school drama programs/clubs throughout the province with each other and post-secondary institutions and other drama and theatre organizations
- to provide opportunities for high school drama programs and clubs to share their artistic efforts with one another through the organization of regional zone drama festivals and a provincial festival
- to promote and sponsor drama seminars and/or workshops for students and teachers
- to provide consultation for the operation of zones
- to provide guidelines for the duties and selection of adjudicators
- to provide guidelines for the selection of plays for use in festivals sponsored by the Association
- to provide liaison with post-secondary drama programs
- to manage the funding and operation of the Association

ARTICLE IV MEMBERSHIP

Membership shall be of two classifications:

1. Voting Membership: The voting membership of this Association shall consist of the selected representative (or designate) of each zone organization and the members of the Executive.
2. General Membership: Any person being a member of a zone shall be a general member of the Association. (Generally this refers to any High School drama teacher in the province.)

ARTICLE V EXECUTIVE OFFICERS

The executive officers for this Association shall be:

President
Vice President
Secretary
Treasurer
Three Members At Large
Past President

In addition, the Provincial Festival Director and any other officers appointed by the Executive shall be full voting members of the Executive.

All executive officers (except Past President) shall be elected by a plurality vote.

ARTICLE VI MEETINGS

1. Annual Meetings: Annual General meetings shall be held in October or November and in May.
 - a. Election of Officers shall be held in May.
 - b. Date and location of the provincial festival should be established at the May general meeting.
2. Other meetings may be called at the discretion of the President or on the request of any three voting members.
3. Quorum: A quorum of at least five Executive Officers shall be required to transact business at a meeting.
4. Minutes of all meetings will be made available by the Secretary.

ARTICLE VII AMENDMENT OF THE CONSTITUTION

The Constitution may be amended at a properly constituted general meeting of the Association, provided that four weeks notice is given in writing to the Secretary and the alteration is passed by a two-thirds majority of those voting at the meeting.

ARTICLE VIII AMENDMENT OF BY-LAWS

The by-laws may be amended at a properly constituted general meeting by those voting at the meeting.

BY-LAWS OF THE ALBERTA HIGH SCHOOL DRAMA FESTIVAL ASSOCIATION

By-law Articles I through IV are intended to be general principles and guidelines for the operation of zone festivals.

ARTICLE I Eligibility of Entries

Entries shall be plays of any dramatic form that are printed/scripted in published or publishable one-act structure. Most one-act plays run 30-45 minutes in length, although some may be longer or shorter. It is not the intent of this organization to preclude any entry because of its running length. However, it is also not the intent of our festivals to showcase full-length scripts that may appear to be in one-act structure. In general, plays running 60 minutes or less are preferable.

ARTICLE II Eligibility of Participants

All participants shall be registered as high school students under Alberta Education guidelines with the following exceptions:

- a) Grade 9's that are part of a high school structure (i.e. schools structured for Grades 9-12) through enrolment and/or involvement in a high school drama program or club.
- b) allowance for any other exceptional participant with permission from the provincial president and provincial festival director.

ARTICLE III Play Cuttings

Any cutting of a published one-act or full-length play (which would then render it to be in one-act structure) must have consent from the playwright and/or publisher. If permission cannot be obtained (e.g. a play in the public domain) then the cutting must have been submitted for publication and be in published one-act form.

ARTICLE IV Zone Responsibilities

It is expected that each zone would regulate entries and participants and ensure that provincial guidelines have been met. It is also expected that each zone would ensure that the play(s) advancing to the provincial festival are suitable and worthy of that honour. Zones may make modifications to these guidelines for the sake of their own festival (e.g. limiting running length).

Each zone shall select a representative play to attend the provincial festival and an alternate. In the event that a zone has 15 or more competitive plays in its festival, then the zone may send two representative plays.

ARTICLE IV continued

In the event that the chosen play(s) cannot be presented at the provincial festival, then the alternate selection shall represent the zone.

There is a responsibility in each zone to actively encourage and promote involvement in the zone festivals. Zone festivals shall be organized and structured in such a way as to allow for ease of involvement by schools within the zone.

Any member of a zone may appeal to the provincial president to help resolve any issue or dispute.

Each zone shall establish a bank account in the Zone's name and ensure that the necessary information is made available to the provincial treasurer in order to facilitate transactions of grant monies from the Association. Grants from the Association will not be made payable to individual schools.

Each zone shall provide the Association, through the president, a contact name and address annually.

ARTICLE V Philosophy of the Provincial Festival

The provincial festival is intended to be a celebration and a showcase of quality works from around the province (i.e. plays that have been chosen to represent a zone).

The entries however, will be adjudicated and scholarships and awards will be granted for excellence in a variety of categories. There will not be a "winning" play.

All entries at the provincial festival will be eligible to be shown and receive any due recognition of merit. However, if a play representing a zone does not adhere to the provincial guidelines the zone may lose any forthcoming grant from the Association for negligence in monitoring the play's eligibility at the zone level.

ARTICLE VI Duties of Provincial Executive Officers

President

The president shall preside over all meetings of the Association and the Executive. The president shall be an ex-officio member of all committees. The president shall

supervise the presentation of awards at the Provincial Festival, and shall make provision for the annual audit of all accounts.

The president has a responsibility to create and maintain unity and co-operation within the Association.

ARTICLE VI continued

Vice-President

The vice-president shall preside over meetings in the absence of or on the request of the president. The vice-president shall perform such duties as may be assigned by the president or the Executive.

Secretary

The secretary shall draw up and keep on record minutes of all meetings of the Association and the Executive. The secretary shall be responsible for Association correspondence. The secretary shall give notice of annual general meetings, as well as Executive meetings to applicable voting members of the Association at least three weeks prior to the date of each meeting. Copies of minutes shall be made available to the zone presidents and/or to all members from all meetings no later than 30 days after the date of the meeting.

Treasurer

The treasurer shall keep the accounts of the Association and shall receive and disburse all monies. The treasurer shall, with the president or the president's executive officer appointee, sign all proper cheques, drafts and other orders for the payment of accounts. The treasurer shall prepare a financial report to be presented at annual general meetings. The treasurer shall, with the president and the Executive, make application for any grants available to the Association for its operation.

Members At Large

The members at large shall perform such duties as may be assigned by the president or the Executive.

ARTICLE VII Election of Officers

- a) Term of Office: Election shall be for a two-year term for all offices.
- b) Manner of Election: Nominations will be entertained through advance notice and/or from the floor. Unsuccessful candidates for president may be nominated for other offices after their defeat.

ALBERTA HIGH SCHOOL DRAMA FESTIVAL ASSOCIATION

GENERAL PRINCIPLES AND GUIDELINES FOR FESTIVALS

(1997)

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Direct any questions or concerns, in writing, to the provincial president.