

**Bolton Conservatory for the Performing & Visual Arts**  
**boltonconservatory.com**

**BEGINNING PERFORMING ARTS**

**RICHARD RUDD, INSTRUCTOR**

**COURSE SYLLABUS**

1. PREREQUISITES: None

2. Acting I is an open class designed to introduce students to stage acting technique, voice and diction techniques in speech, monologue and play writing, theatre literature, theatre history, stage movement, and technical stage terminology. This is a performing class and public performances will be required in the fall and spring semester.

**UNITS OF STUDY**

1st nine weeks: Voice and diction techniques, monologues, musical theatre auditions, early theatre history through the 16th century.

2nd nine weeks: Voice and diction techniques, scene study, duet scenes, musical theatre performance, theatre history through Elizabethan England.

3rd nine weeks: Voice and diction techniques, scene study through one act play analysis, duet scenes and acting technique, musical theatre performance, theatre history through 19th century.

4th nine weeks: Voice and diction techniques, duet scenes and monologues, musical theatre performance, American playwrights, analysis of an American play.

**GRADING METHODS**

Class attitude, activities & participation and public performance 60 %

Daily written assignments & projects 20%

Written tests 20%

## Classroom Rules and Procedures

### **ALL SCHOOL POLICIES AS SET FORTH BY THE RAPIDES PARISH SCHOOL BOARD AND BOLTON HIGH SCHOOL WILL BE ENFORCED.**

- 1- Class begins each day when the tardy bell rings. You will be counted tardy if you are not in your seat when the tardy bell rings. School policies regarding tardy students will be strictly and consistently enforced.
- 2- Students are to remain in their seats during class at all times, unless otherwise instructed by the teacher.
- 3- Sharpened pencils and other items which you need for class must be obtained before the tardy bell. Do not come to class without your notebook and a writing utensil.
- 4- Gum chewing and food or beverage of any kind are prohibited in the choir room during class.
- 5- Restroom facilities are made available to you IN BETWEEN CLASSES AND AT LUNCH. Please take advantage of these opportunities.
- 6- The telephone in the performing arts building will be off limits to students during school hours.
- 7- Students are not allowed to touch any stage props located in the theatre classroom.
- 8- At the end of each class period, class will be dismissed verbally by the instructor.
- 9- Disciplinary action will include the following steps:
  - 1- The teacher will discuss the situation with the student.
  - 2- The parent will be contacted.
  - 3- The student will be referred to the principal for disciplinary action.

## Course Requirements

### **ACTING I**

#### I. Written Requirements

Acting I students are required to complete written assignments and to pass written tests satisfactorily.

## II. Oral Requirements

Acting I students are required to participate in daily voice training activities which are designed to aid in strengthening and developing specific skills in voice and diction and to instill in the student a clearer understanding of correct vocal technique.

Acting I students are required to complete oral assignments in class such as monologues, dramatic scene study, and individual speeches as a means of monitoring individual progress.

## III. Performance Requirements

Acting I students will be required to participate in a fall and spring production produced by the class. Students are also permitted to audition for Bolton Conservatory mainstage productions, however, this is not required.

Supplies needed for Acting I:

1. Pencil and pen.
2. Spiral notebook.
3. A supply of loose leaf paper.
4. Pocket folder.

**ADVANCED THEATRE  
RICHARD RUDD, INSTRUCTOR  
COURSE SYLLABUS  
2021-2022**

1. PREREQUISITES: Beginning Performing Arts, an audition or permission of the instructor.
2. This course will enhance and improve the student's performance abilities in theory, acting technique, singing technique, dance technique, audition preparation and knowledge of theatre history. Students will study the Sanford Meisner approach to acting.
3. The major objective of this course is to produce and perform quality musical theatre productions for public performance.

**GRADING CRITERIA**

Class attitude, activities, participation and rehearsals 30 %

Projects 20%

Public performance & after school rehearsals 50%

**COURSE REQUIREMENTS**

**I. Class activities and participation**

Theatre students are required to attend class everyday and be actively involved in rehearsals, class projects, and performance activities.

**II. Projects**

Theatre students are required to participate in daily exercises and activities which are designed to aid in strengthening and developing specific skills in voice and diction, character development, literature and scene analysis, and to instill in the student a clearer understanding of correct vocal and acting technique. These requirements include monologues, duet acting assignments, character analysis, musical auditions, and performances as a means of monitoring individual progress.

### III. Performance requirement

Theatre students are required to audition for and participate in THREE mainstage Bolton Conservatory Theatrical Productions for the 2021-2022 theatre season. The performance requirement may be met by participation as a cast member or as a member of the technical crew. Crew members must be available for all rehearsals and all performances. Failure to meet this requirement will result in dismissal from the Advanced Theatre Company at the Bolton Conservatory..

There are no exceptions to this requirement.

All rehearsals for main stage Bolton Conservatory productions are held during regular class hours during the school day and continue as needed during after school rehearsals. After school rehearsal schedules are distributed to students during the first cast meeting following auditions. These after school rehearsals are part of the performance percentage of the semester grade. All Bolton Conservatory after school rehearsals are scheduled to end no later than 4:30 p.m. on school nights. The only rehearsals that will extend beyond 4:30 p.m. will be dress rehearsals prior to opening night of each production. From time to time, rehearsals MAY be scheduled on Saturday. Bolton Conservatory Theatre plans for a minimum of 4-6 weeks after school rehearsal time for each MainStage production. (please see Bolton Conservatory Theatre conflict policy on page 3

**Rock Of Ages**  
**Cinderella, 2013 Broadway Edition**  
**Anastasia**

### **BOLTON CONSERVATORY THEATRE STUDENT BEHAVIORAL EXPECTATIONS**

1. **BE PREPARED FOR EVERY REHEARSAL:** Get off book as soon as possible. It is YOUR responsibility to memorize your lines. You cannot develop a character fully while using the blueprint of the show (the script) as a crutch.
2. **BE ON TIME TO EVERY REHEARSAL:** At least five minutes early, ready to rehearse.
3. **FOLLOW DIRECTION:** Listen to the Director and staff. If you are having trouble grasping a concept or “vision” ASK. Be willing to take direction. Be supportive and **WORK HARD.**
4. **LEAVE YOUR PERSONAL PROBLEMS AT THE STAGE DOOR:** Once you get in rehearsal, any issues you may have outside the theatre should be left there---outside. **DO NOT** bring personal issues to rehearsal or performances. If you have issues with cast members, you should arrange a time to discuss this with the director.

5. NEVER DIRECT ANOTHER ACTOR: You are NOT the director. Never make suggestions or make comments regarding another actor's performance. Leave that to the director. You must TAKE CARE OF YOURSELF.
6. NEVER CRITIQUE ANOTHER ACTOR: See rule number 5. It doesn't matter if you are the latest Tony award winning actor. YOU DO NOT HAVE THE RIGHT TO BE CRITICAL OF ANOTHER ACTOR.
7. ALWAYS BE COOPERATIVE & NICE: No one likes to work with a diva. If you are difficult to work with, it will come back to haunt you. You will be amazed how small the world of theatre is.
8. NEVER ENGAGE IN GOSSIP OR AMATEUR BEHAVIOR: This will get you dismissed from the production and the class. The support of cast members for each other is critical. No one can perform while worried about someone spreading rumors about them.
9. STRIVE TO IMPROVE YOUR WORK ETHIC: There will always be performers who may have been given more talent than you. There should NEVER be performers who work harder than you. You control your work ethic.
10. ALWAYS BE COURTEOUS TO STAFF, CREW AND MANAGEMENT: These people make you look good. Remember, the stage crew you insult today may be your director tomorrow.
11. ALWAYS OFFER TO ASSIST IN ANY JOB YOU CAN: No one likes a prima donna who refuses to help with technical areas such as sets, lights, sound, etc. See rule no. 7. Your cooperation and help today may get you a part in the next production.
12. BE A PROFESSIONAL: If you have to ask if your behavior is professional, it probably isn't. Professionals are prepared, work hard, develop their talent, and take direction. Professionals do not criticize, condemn, gossip, instruct, make slanderous comments, spread falsehoods, or otherwise try to intimidate or belittle other performers or other theatre organizations. Professionals do not try and impress other performers with meaningless and constant talk about their abilities. If you are a pro, you don't have to tell anybody. They will know.

#### Responsibilities of Advanced Theatre Students.

The basic responsibility of musical theatre members is to do the best job that he/she can to prepare to give the best performance possible. This is a responsibility owed to fellow cast members, the crew, the production staff, and especially the audience. This responsibility includes attendance and maximum effort at all rehearsals and performances.

#### Excused Absences.

Excused absences are permitted for illness, family emergencies and Bolton High School related conflicts. It is the responsibility of the student to notify the instructor of excused conflicts that prevent attendance at class or after school rehearsals.

Bolton High School related conflicts.

Every attempt is made to work out the conflicts with other Bolton High School organizations. The sponsors, coaches and teachers of all Bolton High School organizations work together to insure that students may fulfill their responsibilities without creating an insurmountable time burden.- The first responsibility of the student is to reserve time that allows satisfactory fulfillment of their academic class load.

Outside conflicts.

It is the policy of the Bolton Conservatory Theatre Department to make every effort to coordinate performances and rehearsals with other Bolton High School extra-curricular and co-curricular organizations. The Bolton Conservatory Theatre Department cannot coordinate performances and rehearsals with outside organizations.

The Bolton Conservatory Theatre Department does encourage students to improve their performing abilities through private lessons or classes in the areas of voice training, private instrumental lessons, dance classes, etc. that are taught by trained and reputable teachers. These type lessons do not normally create conflicts with Bolton Conservatory Theatre performances or rehearsal times.

The Bolton Conservatory Theatre Departments policy on rehearsal and performance attendance is written to insure that the Department presents the highest level of performances possible. It is a necessity in order to produce a quality THEATRE PROGRAM. Students who desire to "pick and choose" their favorite show to perform are missing the most critical element of an elite performing ensemble. That element is found in our motto, which states: Excellence Together.

This policy is non-negotiable.

**THE FOLLOWING BEHAVIOR IS NOT PERMITTED OR TOLERATED:**

The use of alcohol or drugs by any cast or crew members at any time during rehearsals or performances will result in immediate dismissal from the cast or crew and the student will be removed from the Advanced Theatre class. Any cast or crew member arriving to rehearsals and/or performances under the influence will be immediately dismissed.

Excessive talking or other noise. Quiet is necessary for all performances and rehearsals.

Willful destruction or damage to personal, private, or public property.

Fighting or other physical confrontation or any physical activities which might endanger individuals.

Disrespect of any kind to the staff or other cast and crew members or faculty of Bolton High School or the Performing Arts Department as a whole. This includes comments on facebook, texting, email, websites, twitters, instagram, or any other form of digital or electronic communication.

Repeated unwillingness to cooperate and follow directions from the production staff.

Any action which might detract from a performance including pranks and actions designed to cause missed entrances or other problems for actors on stage.

**IF A BEHAVIOR PROBLEM EXISTS, THE FOLLOWING STEPS WILL BE TAKEN BY THE INSTRUCTOR**

1. The cast/class member will receive one (1) verbal warning. A private conference regarding behavior may be utilized to avoid public embarrassment.
2. Parents will be contacted if behavior continues.
3. If the problem persists, the cast or crew member will be removed from the show and will not receive performance credit

Please print, sign and return the signature page of the Student Contract to:  
The Bolton Conservatory Theatre Department  
2101 Vance Avenue

Alexandria, LA 71301

OR

Print, sign, scan and email to: [john.rudd@rpsb.us](mailto:john.rudd@rpsb.us)

The Student must return this completed contract to remain enrolled in Advanced Theatre

**TECHNICAL THEATRE**  
**RICHARD RUDD, INSTRUCTOR**  
**COURSE SYLLABUS**  
**2020-2021**

1. PREREQUISITES: None.

2. DESCRIPTION:

Technical Theatre is taught as a hands-on lab experience and is a course of study designed for the involvement of students in the production of technical theatre. It is expected that through this participation the student will gain a thorough understanding of the technical production process in the areas of theatrical lighting and design, techniques of theatrical scenic construction and design, audio and visual design for the theatre, theatre terminology and production roles. Students will serve as the technical team for MainStage Bolton Conservatory productions as needed. This course may be repeated for credit.

3. OBJECTIVES:

1- Understand the skills required in theatre for a successful production process.

2-Understand the creative and technological practices for successful scenic design and construction and the relationship of scenic design to the concept of the production.

3-Understand the role of lighting design for the stage and obtain the skills needed to create a practical theatrical lighting plot for the stage, execute the plan, and program cues.

4-Understand the role of audio and video as it relates to the modern stage and obtain the knowledge needed to create a sound design for the stage as well as execute the plan.

5-Understand the process of script analysis as it relates to the design process.

6-Understand the roles necessary for a successful theatrical production and work collaboratively with various production members.

## GRADING CRITERIA

Class attitude, activities, participation 25 %

Projects 25%

Production participation 50%

## COURSE REQUIREMENTS

### I. Class activities and participation

Students are required to attend class everyday and be actively involved in class projects and production activities.

### II. Projects

Students are required to contribute to each project in the practical application of theatrical design that support the learning objectives of the class. Students are required to complete individual projects as assigned.

### III. Performance requirement

Theatre students are required to participate in a minimum of one production each semester as a cast or crew member.

### IV. Technical Theatre Handbook and Requirements;

Each student enrolled in Technical Theatre will read the Bolton Conservatory Technical Theatre Handbook, sign and obtain their parent/guardian signature approving enrollment in the Bolton Conservatory Technical Theatre Class. The Handbook will be distributed the first day

of class. This permission and approval is required to continue in the class.

## SUPPLIES NEEDED

A computer. Mac preferred.

Work clothes and gloves.

Safety goggles. (type will be specified during first class meeting)

## TEXTBOOK

There is no textbook for this class. Here are suggested readings that will aid in achieving the learning objectives of the class.

<https://www.amazon.com/Backstage-Handbook-Illustrated-Technical-Information/dp/0911747141>

<https://www.americantheatre.org/category/special-section/light-the-lights-a-focus-on-lighting-design/>

<https://www.amazon.com/Craft-Art-Scenic-Design-Strategies/dp/1138937649>