

TTAO Board of Directors Meeting – Agenda -- June 10 and 11, 2023

I. Call to Order

Members Present:

Yvonne Phillips- Dupree

Craig Hertel

Scott Allen

Karen King

Mandy Epley

Carla Schumann

Phillip Morgan

Rachel Harrah

Freddie Buckner

Paula Rodriguez- UIL

II. Changes to the Agenda

Yvonne moved to adopt the agenda with flexibility. Rachel seconded. All in favor.

III. Approval of Past Minutes

Karen moved to accept the minutes. Rachel seconded. All in favor.

<https://www.ttao.org/wp-content/uploads/2023/01/BOD-Meeting-January-2023.pdf>

IV. Officer Reports

A. President – Craig Hertel

Communicated multiple times with UIL Theatre Director Paula Rodriguez concerning issues that arose during the contest season. Gave feedback and made decisions concerning these issues. Fielded many other calls or emails from our members about issues this contest season. Had a conference call with director, company and administrators from one school due to their concerns about a particular contest. Communicated via email, phone or in-person with some of our members as a response to several of these issues.

Made postings on the TTAO Adjudicator and Contest Manager pages to relay information to our members. Consulted with Communications Director and Communications Director-Elect about postings and information for our newsletter.

Communicated numerous times with TTAO treasurer and website support personnel about renewal and other issues encountered by our members. Helped with trouble-shooting on a number of issues. Responded to email from our membership on technical and renewal issues. Investigated, along with

treasurer and tech personnel, about causes in order to seek potential solutions. Communicated with tech support about potential TTAO Connect features for the future.

Responded to several Grievances sent by our membership. Presented several of these to the President-Elect for discussion by Standards and Practices Committee. Assisted the President-Elect with preparation of the June 6 Zoom meeting of Standards and Practices Committee; gave training to that committee and monitored their meeting, providing feedback on several issues.

Attended the UIL OAP State Meet in order to assist with Adjudicator training, presentation of TTAO Service and Legacy Awards, and handing out medals for the 6A awards ceremony.

Attended the Zoom meeting of the A/R/S Selection Committee. Assisted the Past President with preparing materials for this meeting. Will continue working on the tabulation of these next week in order to present that information to Paula Rodriguez.

Had several communications with Board members to prepare for the conducting of our June meeting and preparing the agenda.

Read Director Evaluations for Adjudicators for this past contest season. Am currently preparing these Evaluations in order to email these soon to our Adjudicators. Will provide feedback and/or address areas of concern due to some of these Evaluations. Am currently working with members of the Contest Manager committee about CM evaluations, which will be sent out later this summer.

Respectfully submitted,

Craig Hertel, TTAO President

B. President-Elect – Yvonne Phillips-Dupree

TTAO BOARD MEETING

PRESIDENT-ELECT'S REPORT

The President-Elect's report reflects key operations conducted during the period from January 21, 2023 - June 10, 2023.

Completed Tasks

I. Met with Craig Hertel, Aquilla Aubrey, and Cade Butler to plan the Adjudicator Training at Independence High School, Frisco ISD on 3/15/23.

II. Conducted Adjudicator Training with Aquilla Aubrey and Scott Allen at Independence High School on 3/31 – 4/1, 2023; fourteen new adjudicators were confirmed. Special thanks are extended to host Cade Butler for his exceptional support.

III. Contest Manager Training was held at Texas Tech University on 3/31/23; fourteen new contest managers were confirmed. Special appreciation is given to host Karen Ray.

IV. Hosted Adjudicator Training debrief meeting with Aquilla Aubrey and Scott Allen on 4/11/23.

A. Action Item 1: Scheduled Prezi Update Meetings: 7/7/23 and 7/14/23

B. Action Item 2: Encouraged new adjudicators to offer workshops at Summerfest 6/14 – 6/16.23

C. Action Item 3: Invite veteran adjudicators to participate as mentors at future adjudicator trainings.

D. Organized State Meet Training

V. Conducted Adjudicator Training with Aquilla Aubrey, Craig Hertel, Scott Allen at the UIL OAP State Meet on 5/6/2023; nineteen new adjudicators were confirmed. We extend heartfelt thanks to Paula Rodriguez, Jill Ludington, Alison Frost, Kathy Harvey, Carrie Klypchak, and Freddie Buckner for their participation as guest speakers.

VI. Hosted Zoom meeting with Scott Allen, Craig Hertel, Aquilla Aubrey, Larry Carpenter, and Karen King to interview prospective accountant Clare Veal on 6/4/2023.

VII. Conducted Standards and Practices Committee Meeting 6/6/2023.

VIII. Attended Area/ Regionals / State Selections Meeting 6/7/2023.

Respectfully submitted,

Yvonne J. Phillips-Dupree, President Elect

C. Past President– Dr. Carrie Klypchak

General Activities/Information

Since the January BOD Meeting, I have undertaken the following major activities:

- served as a resource for the current President and other BOD Members as needed regarding organizational history, policies, and approaches;
- ordered TTAO awards, communicated with award winners' regarding their attendance to accept their awards, and presented those awards at the State Meet;
- organized and chaired the Scholarships and Awards Committee to evaluate scholarship applicants to determine the 2023 winners, which were determined on June 6 (names will be presented later in this meeting for Board approval);
- led the 2023 Area, Region, State Committee Charge Meeting on June 7, offered the committee instructions, and created, managed, and distributed appropriate confidential documents for committee members' use (this year, the chairing of that committee will be shared with Craig Hertel to complete those duties as I have now rotated off the Board).

After twelve years of serving in TTAO's Leadership, I submit this final report with happy heart and continued confidence that TTAO will offer wonderful things for educational theatre in the future! Thanks all.

Respectfully Submitted,

Carrie Klypchak, PhD

(Former) Past President, TTAO

Presented by Mandy Epley

D. Treasurer – Karen King

Treasurer's Report – Texas Theatre Adjudicators & Officials

Covering January 21 – June 6, 2023.

1. Maintained monthly maintenance of checking, savings, and PayPal account.
2. Issued reimbursement checks for training expenses held in Frisco, Lubbock, and Austin
3. Reimbursed for awards to Carrie Klypchek –including travel expenses
4. Reimbursed Mandy Epley for Election Buddy access.
5. Reminded Accountant on 4/30 & again on 5/7/2023 to ensure we filed our extension to file in November 2023. Emailed accountant on June 1, and then again on June 6 to obtain a copy or confirmation of the extension for the records.
6. Continued attempts to straighten out Wyndham error on hotel bill – (they returned \$1,851. More than the refund we were due). This will more than likely be ongoing for the rest of our lives.
7. Issued 1099's to Tim and Tammy for their contract work with TTAO.
8. Worked with Tim, Tammy, and Craig on the "double-charge" issue with PayPal.
9. Monitored PayPal Activity account to check "double-charge" issues. Contacted – when possible – member to ensure it was a true double-charge and one charge is the donation and the other reflects dues payment. Member was informed if it was a donation to email me confirmation of that intention and if they didn't respond, the double-charge would be refunded within 12 hours. Contacted 34 renewal memberships.
 - a. Due to the renewal button including a donation check box not registering as donation -

10. Refunded \$1,950.00 in refunds
11. Analyzed PayPal activity report to sort out donations from membership dues.
12. Several phone conversations with Yvonne and Craig regarding change of accountant as well as other issues with the renewal process.
13. Attended Zoom meeting on 6/4/2023 to discuss and meet new accountant. New Accountant would charge \$150/quarter and would perform the following services:
 - a. File and maintain TTAO's Tax Returns
 - b. Issue 1099's for Contract Workers
 - c. Create Assets & Liabilities report twice a year – January and September
 - d. Correct IRS Filing Status error
14. Please note that the Net Revenue is based on our Revenue to date for our operating year, which is September 1 – August 31.
15. Arranged for June Board Meetings lodging and food.

Respectfully submitted,

Karen King

E. Communication Director report presented by Mandy Epley

TTAO Membership

TTAO Membership Current

| | Current | Lapsed | Lifetime |
|---------------|---------|--------|----------|
| Adjudicators | 297 | 273 | 60 |
| TTAO CMs | 165 | 193 | 34 |
| Non-TTAO CMs | 6 | 412 | 0 |
| Total Current | 468 | 878 | 94 |

Current Adjudicators is down 38 from this time last year and lapsed adjudicators is up 69 from this time last year. Lifetime member adjudicators are up 9 from this time last year.

TTAO CMs are down 54 from this time last year. Lapsed TTAO CMS are up 80 from this time last year.

Lifetime TTAO CMS are up 4 from this time last year.

Non- TTAO CMs are up 1 from this time last year. Lapsed non TTAO CMs are up 4 from this time last

year.

Total current membership is down 93 from this time last year. Total lapsed membership is up 153.

Total lifetime memberships are up 13.

Trainings for Contest Managers and Adjudicators were advertised on social media and Tammy Whitehead posts on the TTAO website. All new adjudicators and contest managers certified through the trainings were added to TTAO Connect and were emailed a welcome email and invited to join the TTAO FB page once their dues were paid.

Carla Schumann and I continue to work on keeping our membership updated and informed through social media, email, and newsletters. I post on our TTAO Adjudicator and TTAO Contest Manager Facebook pages and continue to manage the membership requests to join the pages and answer membership questions. Carla works on organizing and formatting information for our quarterly newsletter and asks Tammy Whitehead to post on the website.

Carla will be creating our Summer Newsletter following our June Board Meeting to keep our membership up to date.

We provided our membership with the ability to purchase updated TTAO Swag every day of the year and advertised that link on FB.

Respectfully submitted,

Mandy Epley

TTAO Communications Director

Discussion about membership and deadlines, when we must require the payment to be completed for A, R, S choices by State Meet.

V. Reports of Select Committees/UII

A. State Theatre Director - Paula Rodriguez

1. Meetings with TTAO and Advisory leadership- either by phone or zoom.

a. Met with Theatre Advisory Committee Chair, Kim Blann, to discuss planning for 2023-24.

b. Met with Craig Hertel, current TTAO President, to share updated information and concerns related to the contest.

c. Met with Yvonne Phillips Dupree, TTAO Vice President to plan for Adjudicator Training at the State Meet.

d. OAP State Meet Planning meeting with Carla Schumann and Dr. Jerry Ivins.

2. January -May

a. Film Contest- Coordinated the UIL Film contest including the state film festival.

b. Communication- Served as a resource for host sites, directors, judges and contest managers and other stakeholders- sending newsletters, answering hundreds of emails and phone calls answering contest questions, explaining tabulation, alleged violations, hearing grievances and the sharing results.

i. Replaced numerous adjudicators due to emergency circumstances this year.

ii. Communication with play publishers on licensing for OAP contests.

c. Evaluations- Collected and submitted to TTAO, the director, and Contest Manager evaluations for 2022-2023 contest season.

d. OAP State Meet 2023- Worked with 2 sites on producing the OAP State Meet. Round Rock ISD serving as the host of the TTAO New Adjudicator training.

3. June

a. Summer Meeting with UIL Theatre Advisory – to review proposals, planning, and committee work on rule changes.

b. Legislative Council Meeting- Upcoming Proposal for Junior high Theatrical Design contest.

c. Scheduled presentation at Summerfest.

d. Scheduling the Theatre presentations for UIL Capital Conference- June 20 and 21. AT&T Conference UT-Austin

e. Updating OAP Handbook, Forms...

Announcements:

A. Legislative Council Meeting- June 13- Marriott North_ Round Rock

B. Student Activity Conferences-Fall

- a. September 9, UT Permian Basin
- b. September 23 UT Austin
- c. October 21, Prosper/DFW area
- d. November 11- TAMU – Corpus Christi

C. UIL Calendar

- a. August 10, first day to contact judges and draw for performance order.
- b. August 31, deadline for Bi-District Information.
- c. State OAP date is May 13-15

Respectfully submitted,

By Paula Rodriguez

B. Standards and Practices Committee – Yvonne Phillips-Dupree

TTAO STANDARDS and PRACTICES COMMITTEE -- June 6, 2023

Facilitator: Yvonne Phillips-Dupree

Scribe: Norma Thomas

ATTENDEES:

Yvonne Phillips Dupree, Scott Allen, Craig Hertel, Yadira “YaYa” Gonzalez, Paula Rodriguez, Scott Tipton, Norma Thomas, Jill Henson, Kelly Parker, Jenae Glanton, Kathy Harvey, Melissa Utle, Scott Schuman, Tana Howard, Aquilla Aubrey

TTAO President Craig Hertel provided training, which included TTAO leadership structure, the purpose of the S&P Committee, and requirements for nominees for open positions.

The committee then heard and discussed a series of issues and grievances:

1. TTAO Social Media Guidelines

A. Is it Ok to comment or like shows you’ve previously advanced?

(9) NO – (0) Yes

B. Ok to post group pics of adjudicators, if so where (on a personal page, TTAO Page?)

(11) Yes – (0) No

C. Does TTAO need a statement about Adjudicators/ Contest Managers promoting themselves on the Director page?

(9) Yes – (2) No

2. TTAO Guidelines for Adjudicators who attend contests as audience members.

Recommendation passed to include a Renewal Statement calling adjudicators to

refrain from unsolicited comments or critiques on shows they are not adjudicating, and a letter sent to the subject of this grievance to that effect.

(11) Yes (1) No

3. Diversity for Panels—

A. Does TTAO need some guidelines about who should be on a panel in order to create diversity guidelines? (6) Yes (4) No

Recommended Renewal Statement: Diversity on panels is encouraged and preferred whenever possible.

B. Should we have a statement about blood and marriage relatives being on panel together? Relatives on Panel referred to the Board by common consent.

C. Who is responsible—the CM who creates the panel, or the judges who accept the assignments?

By common consent, the Contest Manager should bear the responsibility for ensuring equity on panels.

4. Revamp the “adjudicator evaluation form of the contest” to reflect how we run the contest now.

Recommendation passed to refer item #4 to Board. (10) Yes (0) No

5. Incorporate critiques prior to awards at the State meet.

Recommendation passed to take no action on this issue. (11) Yes (0) No

6. Inform judges who they will critique prior to the performances of the shows.

Recommendation passed to reject. (10) yes (0) No

7. UIL/TTAO Recommendations for sites regarding Safety and Security at UIL OAP Contests

Recommendation passed to refer Safety and Security at UIL sites to the Board.

(11) Yes (0) No

8. Continuing Education for TTAO Judges.

Recommendation passed to refer to Committee for further examination (10)

Yes (0) No

9. Recommendation passed to have individual judge verification prior to critiques, and talk tab verification before awards (unless critiques are after the awards or given immediately after shows, amended to include requirement of judge’s initials on talk tab before sending to UIL. (12) Yes (0) No

10. Methods for getting scripts to judges in a timely manner.

Referred to committee by common consent.

11. Making hotel reservations for an extra night beyond what is stated in the agreement.

Recommendation passed that no action be taken. (11) Yes (0) No

12. Quality, and amount written on Written critiques.
Common consent on recommendation that further study be linked to committee review of Continuing Education.
13. TTAO check ADA requirements for sites.
Recommendation passed that no action be taken. (10) Yes (1) No
14. TTAO get a W9.
Recommendation passed that, upon acceptance of contractual agreement, adjudicators must submit W9 within 5 days and this requirement be added to the contract.
(11) Yes (0) No
15. TTAO members should have badges to use at sites--
Recommendation passed to have badges available for purchase at the swag shop.
(7) Yes (2) No
16. Recommend Rate Of Pay for Judges of \$75 per play be raised to \$100 -\$125 per play
Recommendation passed to refer to committee for further study. (7) Yes (4) No
17. TTAO guidelines about audiences who cheer during set and strike.
Recommendation that Contest Managers should include verbiage in House Speech stating that, for the safety of all participants, audience members should refrain from cheering during set and strike.
18. Late fee included in contracts
Recommendation passed, by common consent, that no action be taken.
19. Adjudicators not following the 60%/40% ballot as a rubric in ranking shows at contests.
Recommendation passed, by common consent, that further discussion be linked to committee review of Continuing Education, and focus on 60% / 40% be included in Renewal Statement.
20. CM wishing to have High School Directors become judges for Middle School contests.
Recommendation passed that HS Directors be allowed to complete training and certification as adjudicators of Middle School contests only.
(7) Y (4) N

The Standards and Practices Committee then developed a slate of nominees for open positions on the Board, S&P and Core Values Committee that will be presented at the Board Meeting.

Respectfully submitted,

Yvonne J. Phillips-Dupree, President Elect

Presented by Scott Allen

- C. Core Values Committee – Rachel Harrah

VI. Old Business

- A. Tax Status – Craig Hertel made a motion to direct the accountant to take necessary steps to correct the tax status of TTAO. Seconded by Freddie. All present in favor (Karen King was out of the room at the time of voting)
- B. Review of Grievance Process – Phillip Morgan, chair of the committee, but needs a whole revamp and request time to complete the work. We need to look at the deadlines or timeline of the grievance process. Discussion continues among the board to elaborate the need for better communication that is clear and policy that allows for concerns and also more serious grievance issues. Rachel made a motion for the committee head, Phillip Morgan, to have a needs assessment, extend time for him to outline this process and provide a needs assessment and clean the process and get approved and prepared in time for TxETA workshop. Yvonne seconded. All in favor.
- C. Update to Video on Diversity- Presentation of Rachel Harrah from the outside source review of our video. Need to add words to all videos of anything we release. Need common vocabulary agreed on by the entire board. Mistakes and accountability section of the video needs to be revised due to the way it is presented and who is presenting. Freddie motioned to have Rachel and her committee revise the workshop to present to Yvonne by the end of June so that the board can vote on this for future workshop presentations, etc. Karen seconded. All in favor.

10:49 the Board recessed for a break.

11:02 the Board reconvened with Craig passing the gavel to Yvonne. Yvonne addressed the group by expressing her renewed excitement to step into the role of President and affirmed her commitment to serve.

VII. New Business

- A. President Message and Goals – Yvonne Phillips – Dupree shares her ambitious plan as the new president.
- B. Convention Workshops – The board discussed the TxETA schedule and possibilities for workshops to calibrate judging standards to reflect the rubric and support quality oral and written critiques. Carla Schumann will collect and send information to TxETA.

Craig made a recommendation to possibly present workshop/s at Summerfest to help communicate the rubric to Directors and also solicit feedback regarding what evidence they would like to see in a written or oral critique that would support improvement in their area of concern about judges not “seeing” their students.

Board recessed for lunch at 11:58

The meeting resumed at 12:28

C. Scholarship Nominees for Approval – Scott Allen motioned for us to accept the nominations and Freddie Buckner seconded. Unanimous vote for approval of scholarships to be given the committee’s recommendations.

D. New Area, Region, State Designees (approval of current nominees and open for further board nominations) New nominations are approved with common consent for the S&P and Board nominations.

E. Nominations (for positions to begin June 2024)

VII. Nominations (see attachment)

Board Members

I. Communications Elect

A. Nominee 1 Tana Howard

B. Nominee 2 Amy Jordan

II. Treasurer-Elect

A, Nominee 1 Kim Hines

B. Nominee 2 Aquilla Aubrey

III. At Large Positions (2)

A. Nominee 1 Kathy Harvey

B. Nominee 2 Aaron Brown

C. Nominee 3 Jill Ludington

IV. Core Values Chair

A. Nominee 1 Norma Jo Thomas

B. Nominee 2 Zach Kocurek-Gentry

Standards and Practices Committee

V. Region 1 CM

A. Nominee 1 Vicki Dillard

B. Nominee 2 Macka Jones

C. Nominee 3 Karen Gossett

VI. Region 1 Adjudicator

A. Nominee 1 Carter Wallace

B. Nominee 2 Shane Strawbridge

VII. Region 3 At Large

A. Nominee 1 Paul Davis

B. Nominee 2 Allen Otto

C. Nominee 3 Scott Vernon

VIII. Core Values Region 2

A. Nominee 1 Cody Propps

B. Nominee 2 Cleo House

IX. Core Values -Region 4

A. Nominee 1 Mark Stringham

B. Nominee 2 Kary Driesse

C. Nominee 3 Curtis Ashby

D. Nominee 4 Omar Leos

E. Nominee 5 Joel Garza

X. Appointment -At-Large

A. Nominee 1 Rosemary Calico-Hobson

Appointment was chosen.

All nominations were accepted with common consent.

F. Trainings

1. Trainers

2. Sites for Adjudicator and for Contest Manager Trainings

Adjudicators Training: Crawford High – Host Travis Springfield – October 28, 2023

Adjudicators Training: Austin ISD – Host

3. Shadowing- Craig made a motion to ask the contest manager committee to study and make a recommendation regarding Contest Manager training and the practice of shadowing. Rachel seconded. All in favor.

4. Enhancement Trainings

Sites for Adjudicator Trainings at Texas Thespian Festival – San Antonio and Grapevine -

G. Accountant – Mandy made a motion to accept Clara Veil as the new accountant. Freddie seconded. Clara Veil accountant was voted unanimously to be our new accountant for July 1, 2023. Karen King will be notifying the current accountant to provide all TTAO documents in their possession and end services.

H. Treasurer Position – Aquilla has been nominated by the executive board (nomination by Mandy Epley and seconded by Scott Allen) and voted by the entire board to fulfill the Treasurer position as Karen King is leaving the state in July and is resigning her position. The acceptance was motioned by Phillip Morgan and seconded by Carla Schumann. All in favor.

I. TTAO Renewals

1. Issues – 34 members were charged twice for renewal payment. PayPal shared that the issue was user error with hitting the button twice or slow internet speeds affecting the recording of the payment and the user paying again. Mandy motioned to request Larry Carpenter to explore different

money platforms with PayPal and other similar companies for the purpose of finding potentially lower fees or a way to donate money to cover the processing fees. The motion was seconded by Rachel. Vote was unanimous in acceptance. Yvonne supported more communication to go out in newsletters and social media about Paypal and the process of reaching out to support@ttaa.org whenever a member has an issue or needs support.

2. Special Circumstances - Change the renewal date to April 1 – June 1. Proposal by Carla Schumann, second by Karen King and unanimous votes.

2:02 pm-Yvonne called for a recess.

2:13 pm- the meeting resumed.

J. Contractual Agreements

1. Issues 1: Mileage on two zone contracts back- to- back shows paying the judge mileage for both zones, both ways

Response: Mileage for zones can be changed to be split between the two contracts. You can only change the amount of money you pay to each contract – Notes on the TTAO contract can be added to illuminate this for judges. This communication can be added to newsletters and FAQ on website.

Issue 2: Adjudicators/CM need to communicate regarding all hotels, meals and travel payments are planned for appropriately and all accessibility needs are clearly communicated. Avoidance of hotel nights being paid for that are unneeded, allergy free meals provided as needed, and hotel accessibilities are taken care of. Rachel motioned to move the discussion to the Core Values Committee for review and Freddie seconded. All in favor.

2. New Feature – Text Messages are available in TTAO Connect. Response by Communications– You can opt in for text messages for the TTAO Connect. Mandy motioned to add the text messaging option on the profile in Connect. Karen seconded. All in favor.

K. S&P Items for Discussion

The committee then heard and discussed a series of issues and grievances:

1. TTAO Social Media Guidelines – agreed as S&P voted

A. Is it Ok to comment or like shows you've previously advanced?

(9) NO – (0) Yes

B. Ok to post group pics of adjudicators, if so where (on a personal page, TTAO Page?) (11) Yes – (0) No

C. Does TTAO need a statement about Adjudicators/ Contest Managers

promoting themselves on the Director page? Board approved statement on common consent.

(9) Yes – (2) No

2. TTAO Guidelines for Adjudicators who attend contests as audience members.

Recommendation passed to include a Renewal Statement calling adjudicators to

refrain from unsolicited comments or critiques on shows they are not adjudicating, and a letter sent to the subject of this grievance to that effect.

(11) Yes (1) No

3. Diversity for Panels—

A. Does TTAO need some guidelines about who should be on a panel in order to create diversity guidelines? (6) Yes (4) No

Recommended Renewal Statement: Diversity on panels is encouraged and preferred whenever possible.

B. Should we have a statement about blood and marriage relatives being on panel together? A motion was made to take no action. Rachel seconded. All in favor

C. Who is responsible—the CM who creates the panel, or the judges who accept the assignments? The Board took no action on common consent.

4. Revamp the “adjudicator evaluation form of the contest” to reflect how we run the contest now.

Recommendation passed to refer item #4 to Board following a revamp by Paula and Phillip. Craig seconded. All in favor.

(10) Yes (0) No

5. Incorporate critiques prior to awards at the State meet.

Recommendation passed to take no action on this issue. (11) Yes (0) No

6. Inform judges who they will critique prior to the performances of the shows.

Recommendation passed to reject. (10) yes (0) No

7. UIL/TTAO Recommendations for sites regarding Safety and Security at UIL OAP Contests

Recommendation passed to refer Safety and Security at UIL sites to the Board. Board takes no action.

(11) Yes (0) No

8. Continuing Education for TTAO Judges. – Accept and already voted to provide continuing education.

Recommendation passed to refer to Committee for further examination.

(10) Yes (0) No

9. Recommendation passed to have individual judge verification prior to critiques, and talk tab verification before awards (unless critiques are after the awards or given immediately after shows, amended to include requirement of judge's initials on talk tab before sending to UIL. (12) Yes (0) No – Motion posed to add communication.

10. Methods for getting scripts to judges in a timely manner. – Scott Allen motion to table pending UIL advisory committee. Rachel seconded. Unanimous vote.

Referred to committee by common consent.

11. Making hotel reservations for an extra night beyond what is stated in the agreement.

Recommendation passed that no action be taken. (11) Yes (0) No – No action by the board.

12. Quality, and amount written on Written critiques. – This will be a part of our continuing education. Already addressed earlier in meeting.

Common consent on recommendation that further study be linked to committee review of Continuing Education.

13. TTAO check ADA requirements for sites.

Recommendation passed that no action be taken. (10) Yes (1) No - No action can be taken.

14. TTAO get a W9. No action by the board – Phillip motioned. Rachel seconded. consensus of all board.

Recommendation passed that, upon acceptance of contractual agreement, adjudicators must submit W9 within 5 days and this requirement be added to the contract.

(11) Yes (0) No

15. TTAO members should have badges to use at sites—

Recommendation passed to have badges available for purchase at the swag shop.

(7) Yes (2) No

Motion to reject by Phillip. Seconded by Freddie. No badges. Voted unanimously.

16. Recommend Rate of Pay for Judges of \$75 per play be raised to \$100 - \$125 per play

Recommendation passed to refer to committee for further study. (7) Yes (4) No

No action will be taken. Refer to UIL finance committee. Unanimous vote. More information in pro tips about adjudicators taxes – district pay process, etc. which should help in this area.

17. TTAO guidelines about audiences who cheer during set and strike.

Recommendation that Contest Managers should include verbiage in House

Speech stating that, for the safety of all participants, audience members should refrain from cheering during set and strike.

No action. Common consent.

18. Late fee included in contracts No action – Common consent.

Recommendation passed, by common consent, that no action be taken.

19. Adjudicators not following the 60%/40% ballot as a rubric in ranking shows at contests.

Recommendation passed, by common consent, that further discussion be linked to

committee review of Continuing Education and focus on 60% / 40% be included in renewal statement. – Already done.

20. CM wishing to have High School Directors become judges for Middle School contests. – They can do a middle school festival instead of a UIL judge. They can create their own type of contest.

Recommendation passed that HS Directors be allowed to complete training and certification as adjudicators of Middle School contests only.

(7) Y (4) N

Motion from Mandy to reject, second by Craig Hertel. Unanimous vote.

3:48 recess for break

4:00 meeting reconvenes.

Karen shared concerns about OAP companies not designating a stage manager during the contest to accept the warning cues. She emphasized the importance of a stage manager as an educational opportunity in the contest.

Yvonne asked for an article to be posted in the newsletter in support of assigning a stage manager.

L. One-Act Play Contest Procedures Discussions–

- Discussion of Directors meetings and company meetings, and their importance. Oral Critique discussion.

- Written critique -discussion of request for typed critiques.
- Request for checklist for various steps for the contest manager for various types – Mandy motions for contest manager committee to create this checklist; second by Carla ; unanimous vote.
- Request for Scott Allen and Carla Schumann will compose a sample awards ceremony script.

M. TAPPS and PSIA – Request for access to our adjudicator and contest manager database. Mandy made a motion for a new choice be listed on each TTAO members profile to allow them to choose whether they would like to have their email released to other organizations such as TAPPS and PSIA, etc. Second by Yvonne Dupree and voted unanimously.

Mandy will research the option to solicit a fee for outside organizations to obtain a list of adjudicators or CMs from our organization.

Adjournment was called at 4:55 to readjournment tomorrow morning at 9:00 am.

Reconvened at 9:00 am on Sunday, June 11.

N. Publishing Companies – Discussion of potential changes to the ballot or reeducation in adjudicator training to discuss the meaning of the ballot on areas such as character arc.

VIII. Closed Session – No closed session.

IX. Comments, Announcements, Other Business

- Continuing of Officer Manuals Development
- Ten-Year Anniversary – Discussion of options for the 2024 – 10-year anniversary of TTAO and possible celebration or independent event which would include our annual meeting and trainings and celebration.
- Next Board of Directors Meeting: Theatrefest will be September 27-30
- Group work for building on our core values and developing systems for better communication.
Each group report is here:
TTAO BOARD MEETING
June 11, 2923
Breakout Sessions

I. EDUCATION

- Develop a Continuing Education Model
- Adjudicator/ Contest Manager Best Practices for the TTAO Newsletter
Chairperson: Rachel Harrah Committee: Mandy Epley; Freddie Buckner

II. DIVERSITY

- Diversity Training at TxETA Convention
- Best Practices for the TxETA Newsletter

Chairperson: Rachel Harrah Committee: Mandy Epley; Freddie Buckner

III. INTEGRITY

A. Oath for the TTAO Renewal Form – This was worked on so that all board members could continue to build on this.

B. How can this oath move beyond a signature on a piece of paper? It can be part of the renewal process and the goal is to move this to action not just words.

Purpose:

(1) Update / generate an Oath for TTAO Renewal Form and

(2) Define how the oath can move beyond a signature on a piece of paper.

- Goal is to improve optics of TTAO Adjudicators in the eyes of directors and students.

> Lots of communication and some complaint regarding adjudicators not following the 60/40 rule in UIL evaluations on One-Act Plays.

Narrative regarding 60/40

- 60/40 must be stated in the adjudicator's workshops.
- Open forum, part of the agenda is discussing adhere to the 60/40
- Video messaging

Timeline: February 2024

1. Focused to Adjudicators & CM's (Late January 2024)
2. Focused to Directors (Mid-February 2024)

Video series created for transparency.

- Who our officers are what their roles are.
- Affirm each of the president's goals for 2023-2024
- Communicate empathy, understanding and listening to feedback provided from UIL Directors

Chairperson: Phillip Morgan Committee: Yvonne Dupree

IV. TRANSPARENCY

A. Satisfaction Survey

1. Set a submission deadline so that the data can be studied at the June board meeting. We will do a survey now to start with a baseline of data and plan to do an annual survey each year with the push for members to rejoin.

B. EVALUATIONS

1. How can we reach 868 evaluations? This goal will require teamwork. More communication and social media push are the best means.

2. How might this plan be presented at TxETA Convention? We can share a social media opportunity at the convention.

Chairperson: Carla Schuman Committee: Craig Hertel

V. SERVICE

A. Free Clinics

B. Donations to REAL Change

Chairperson: Scott Allen Committee: Karen King

X. Adjournment- Adjourned meeting at 11:33 am.

Our next meeting is Monday 9/25/23