



*The Drama Teachers Association of Southern California*

## **SAMPLE LETTER FROM VICE PRESIDENT TO ADMINISTRATOR OF PARTICIPATING SCHOOL**

November 7, 2000

Dear Administrator:

Congratulations on your talented students and your devoted theatre educator. Theatre develops in students the self-confidence, spirit of cooperation, self-discipline, self-motivation and imagination necessary to succeed in life. Theatre also develops a respect for ethnic and cultural diversity. Your theatre students and their theatre educator spent Saturday November 4, 2000 participating in the Fifty-ninth annual Drama Teachers' Association of Southern California Theatre Festival at Palos Verdes Peninsula High School.

Over 800 students and their directors gathered for two compulsory rounds in Technical Theatre Design, Audition Monologue, all female scene, contemporary scene, musical scene, Oscar-winning screenplay, drama and humorous scene. Professionals in the theatre industry adjudicated each student. Based on their performances, students progressed to semi-finals or to a finals round.

All first place scenes were invited to represent DTASC to perform at a "Salute to the Winners" on November 8 at the Ivar Theatre in Hollywood.

Past DTASC winners include Kevin Spacey, Mare Winningham, Cuba Gooding Jr., Sally Fields, and Nicholas Cage.

Thank you for supporting the ARTS in Education.

Congratulations!

Sincerely

CI Foss  
Vice-president, DTASC

## Drama Teacher's Association of Southern California

17888 Haynes Street  
Van Nuys, CA 91316

November 12, 1998

Dear Administrator,

Congratulations on your wonderful students and your dedicated theatre educator! They spent a SATURDAY to help their students develop in the art of Theatre by participating in the annual Drama Teacher's Association of Southern California Fall festival.

1,600 students and their directors gathered for two compulsory rounds in Technical Theater Design, Audition Monologue, Small Group Comedy, Small Group Drama, Musical Theme Collage, Large Group Comedy, Large Group Drama, and Improvisation. Each student was adjudicated by professionals in the theatre industry. Based on their performances, students progressed to semi-finals, and then to a finals round.

Mare Winningham, past DTASC winner, Emmy winner, and Academy Awards nominee congratulated all participants and presented the trophies to the Monologue category. Other past DTASC winners include Cuba Gooding Jr., Kevin Spacey, and Nicholas Cage.

All finalists are invited to represent DTASC on March 11, 1999 to perform at California Educational Theatre Association conference in Sacramento, "in Celebration of Theatre Education an the Future of California: Its Youth." A reception with performers and legislators will be held following the performances. The students and their teacher will have the opportunity to talk with their local legislator about the excellent programs at your school. Administrators representing schools in the final rounds may also accompany and participate in this celebration and take advantage of the statewide recognition of your school's outstanding theatre program. Your theatre teacher will need assistance in arranging financial support for the conference, perhaps from your school board, booster club, or special funding sources.

Thank you for supporting the ARTS in Education.

Congratulations!

Sincerely,

C.J. Foss  
Vice-president, DTASC

## **SAMPLE THANK YOU LETTER TO FESTIVAL HOST**

To Robert Arnold and Sun Valley Middle School:

March 21, 2000

On behalf of the Drama Teachers Association of Southern California, we would like to express our thanks to you for hosting the annual Div, A,/B DTASC Shakespeare Festival. Thanks to you and your supportive administration, faculty and parents, the competition was a great success.

Your campus really sparkled. Thank you also to all of the custodial workers, the leadership students, the supervisors and the officers. It was especially exciting to have two guest speakers along with your cluster leader to welcome the competitors. The support was overwhelming.

The students, parents, and coaches were all thrilled with the events of the day.

DTASC continues to survive because of generous and productive people like you.

Thank you again.

Sincerely,

Amanda Swann, DTASC President

**SAMPLE THANK YOU LETTER FOR “SALUTE TO THE WINNERS”**

May 15, 2002

Jack Nakano and The California Youth Theatre,

On behalf of the Drama Teachers’ Association of Southern California, I wanted to thank you for all that you do for our organization. The Salute to the winners held on April 29<sup>th</sup> was an exciting and celebratory event for the performers, their coaches, families and friends. Thank you for providing these young people with a beautiful facility, the California Youth Theatre’s Ivar Theatre, and an evening of special memories.

Thank you also for providing the celebrity presenters. Please thank them for us. What an exciting evening!

Thanks again to you and all of the staff at the California Youth Theatre for a magical event.

With great appreciation,

Amanda Swann  
DTASC President