September 2026

Subject: Invitation to Attend Texas Thespians State Festival – Fine Arts Administrator Day

Dear [Insert Administrator's Name],

I would like to extend a personal invitation for you to attend the Fine Arts Administrator Day at the Texas Thespians State Festival, the largest theatre festival in the state for high school students.

When and Where?
The Texas Thespians Fine Arts Administrator Day will be held:

- Nov. 14th, 2026- Corpus Christi - American Bank Center
- Nov. 20st, 2026- Grapevine - The Gaylord Texan Resort Hotel and Convention Center

Fine Arts Administrator Day - www.texasthespians.org/fineartsadminday

The Fine Arts Administrator Day is designed specifically for campus and district leaders to experience firsthand the educational and leadership opportunities available to our theatre students. The day includes:

What will we offer?

- Tour of the Texas Thespians State Festival and contests.
- Active participation in the Texas Thespians Festival.
- Educational sessions on theatre classrooms support and arts advocacy.
- Collaboration with the Texas Thespians Board of Directors
- Collaboration with Fine Arts Administrators across the state.
- Meaningful discussions with knowledgeable theatre professionals will provide insight and tools needed to support your campus theatre directors.

Cost: $100 for the day
If you register with your school troupe for the entire festival, you will receive FREE REGISTRATION to the Fine Arts Administrator Day.

Your presence would not only support our students, but also highlight the value our district places on theatre education. Attending will give you a closer look at how participation in theatre cultivates workforce ready skills in communication, collaboration, problem-solving, and leadership – skills that align with our district's goals for college, career and life readiness.

Please let me know if you would like me to assist you with registration or provide additional details. I hope you will consider joining us for this exciting day celebrating the power of theatre in education.

With appreciation,

[Your Full Name]
[Your Position]
[Your Campus/District]