

AISD Drill Team Handbook

PURPOSE: The purpose of drill team shall be to develop character, leadership, the ability to work as part of a team, high standards of scholastic achievement, good conduct and sportsmanship, and individual responsibility in each member, while maintaining high moral standards and academics. It is expected that each member shall promote school spirit, display leadership within the classroom, model integrity at all times, strive for excellence in dance and performance, develop organizational skills, and exhibit sportsmanship to other schools and teams, representing the high school with pride. It must be understood that as a member of this organization, the student becomes a representative of the Arlington Independent School District and the high school at which they participate in drill team; therefore, each member is expected to conduct herself/himself in a manner that is above reproach. All AISD Drill Team members must adhere to the following articles along with school code of conduct.

ORGANIZATION/MEMBERSHIP

A. Membership

1. Anyone who meets the set qualifications of the drill team will not be discriminated against because of race, creed, color, or educational handicap.
2. JV prospective members must be entering the 9th, 10th or 11th grades at an AISD high school, and must reside in the district of the school they plan to audition for, or obtain an official transfer to attend the high school they desire.
3. Varsity prospective members must be entering the 9th through 12th grades and must reside in the district of the school they plan to audition for, or obtain an official transfer to attend the high school they desire.

B. Duties and Responsibilities of Members

1. Members shall be subject to all regulations and policies of Arlington ISD. Each member shall be aware of the fact the rules of the drill team are secondary to those above-mentioned institutions.
2. Each member is expected to abide by the rules and regulations set forth in this document in order to maintain eligibility.
3. All members are required to attend the City of Arlington 4th of July Parade and summer camp along with every performance, practice and contest on the calendar. Daily attendance at practice is essential for any precision performance by a drill team. An absence by a performer inhibits the progress of routines/formations, thereby penalizing other members of the group.
4. Members must be enrolled in the drill team and/or dance class.
5. Members shall have an annual physical before summer practice begins as per AISD Board Policy. Failure to do so will make the member ineligible for drill team.
6. Members shall be responsible for the maintenance, cost, and cleanliness of all practice and performance uniforms & costumes.
7. Membership for the team begins immediately after tryouts.
8. If a candidate has resigned from or been dismissed from the team as a result of inability to meet financial commitments, conduct, or academic failure, the candidate will not be eligible to audition until the director has met with a parent or legal guardian of the candidate and discussed the situation. The principal, or principal's designee, will be present for the conference.
9. If a member chooses to resign, the resignation will not be final until a letter of resignation is on file signed by the member and her parent/guardian and ALL school property is returned/paid in full.

C. Parent/Legal Guardian Responsibilities

1. Parents must give their permission for their dancer to fulfill all the responsibilities of being a member.
2. Parents must meet all financial obligations included in having their dancer as a member, as explained in the general information packet prior to tryouts. If financial assistance is needed, the director should be contacted.
3. Parents are responsible for arranging transportation to and from all activities, unless district transportation is provided. Directors are only required to wait 30 minutes after a performance or event for all dancers to be picked up, at that time AISD Security will be called.

D. Membership Expenses

1. Each member is expected to provide all items as outlined in the audition packet each year. Many of these items will be ordered through the director shortly after auditions.
2. Each member should be aware that additional expenses may be incurred. (i.e. competition costumes, trips, officer duties if that applies)
3. If multiple payments/deadlines are missed, the member may forfeit participation in team activities and performances and all deposits made are non-refundable, unless prior arrangements have been made with the Director.
4. Each campus will determine a date in which all financial obligations are to be met. Failure to meet this date will result in removal from the team, unless prior arrangements have been made with the director.
5. Each member is expected to pay for all summer camp expenses.
6. Team members will participate in all team-sponsored fundraisers per school year and as many Booster Club-sponsored events as become available.
7. No refunds are given for any reason.

ATTENDANCE

A. General Attendance Guidelines

1. Practice will be required each day. Practice includes scheduled class time and before or after school practice. Each member must dress out everyday unless specified by the director. This will be a part of the member's grade.
2. Team members must be dressed in the correct attire and be ready in his/her squad/roll call line at the time practice is scheduled to begin. Not being in line at the appointed time will result in a tardy.
3. Each member will remain at practice until dismissed by the Director at the scheduled time.
4. Two tardies in one week will equal one unexcused absence, leaving practice early two times in one week will equal one unexcused absence. Missing more than half of practice will be considered an absence.
5. Unexcused/Excessive Excused Absences will affect performance status. See specific absence policy in school drill team handbook.
6. In the event of an absence, the team member must attempt to contact her officer prior to the practice via phone or sending an e-mail to the director prior to the absence.
7. Members may not leave a drill team function early for any reason other than illness, injury, or a death in the family. Should one of the mentioned situations occur, the team member may only leave with a parent or legal guardian.
8. If a member is injured or ill, a parent email will excuse you for 3 days. After that a doctor's or trainer's note will be required.
9. Each member is to be present and in uniform at all drill team functions. Any event the director announces for participation will be considered a drill team function. If a member is on disciplinary probation, they will not dress out for the performance, but may be expected to attend the function with the director per director's discretion.
10. Members may not leave any function until officially dismissed by the director.
11. All team members must attend school for ½ the day of a performance in order to perform at the scheduled event. If you are too sick to come to school, you are too sick to perform.
12. Absences from any drill team activity are unexcused except the following: Personal illness or accident with doctor's note, funeral or death in the family, school related activities with prior approval from the director, attending a religious camp or trip with prior approval. Unexcused absences include but are not limited to: work, vacations and scheduled routine doctor or dentist appointments.
13. Excessive absences will result in removal from the team. Once a member has accumulated 10 absences, they will be given a Strike. After 10 absences, each 5 absences will result in a Strike.
14. If a member is absent when formations are being set for a routine that member may become an alternate.

ROUTINE AUDITIONS

- A. All members, including officers, shall be required to audition for all performances, which includes but is not limited to, football, pep rally, and contest routines.
- B. The officer line will always audition first and together as the precedent by which the team is judged.
- C. All members will tryout for every routine unless ill or injured.
- D. Any member who missed the evaluation, for any reason, will automatically become an alternate.
- E. All alternates are still required to attend and participate in all practices and performances in uniform. They may be needed to fill in a spot if there is an injury or illness.
- F. All eligible members including alternates will attend all performances in uniform.

UNIFORMS AND EQUIPMENT REGULATIONS

- A. The member assumes full responsibility for the care of all assigned uniform pieces.
 - 1. If ANY damage or loss is occurred the member will pay the full replacement costs as stated on the uniform contract.
 - 2. Final grades/diplomas will not be issued until all issued uniform pieces are turned in or paid for.
- B. In the event that a dancer resigns, is removed from the team, or leaves the team AFTER orders for uniforms and equipment not issued by the school have been made, they are still required to pay IN FULL for items they have ordered. Most items are NOT returnable for sanitary reasons. They will receive and keep these items they have paid for and may attempt to sell them.
- C. The designated hairstyle and make-up are part of the team uniform and must be worn in order to be "in uniform".
- D. Upon arriving and leaving rehearsals, all members must be wearing cover-ups. T-shirts, school appropriate shorts, warm-ups, and school clothes would all be acceptable cover-ups.

DEMERITS

- A. Demerits are the means by which team members may uphold their obligations and responsibilities to the team.
- B. Demerits can be given at any dance/drill team function which includes but is not limited to class, practice, summer camps, games, pep rallies, and competitions, and other performances.
- C. Demerits earned within a 6-weeks will count towards Accumulated Demerits. Accumulated Demerits determine disciplinary action. Summer counts as a 6-weeks. Merits can be earned.
- D. Each demerit warrants 100 high kicks, 1 minute of burpees, 200 crunches, a run, 200 lunges, or other physical activity assigned by the director.
- E. Demerits can include but are not limited to the following infractions:
 - Offenses warranting 1 demerit:
 - Wrong uniform/costume including hair/makeup
 - Failure to wear cover-ups outside of practice
 - Eating or drinking at practice or a performance without permission
 - Tardy to practice
 - Leaving practice early (up to 15 minutes)
 - Talking during practice or performance
 - Chewing gum at any time
 - Leaving personal items behind
 - Failure to turn in items when they are due
 - Failure to turn off cell phones during practice or performances
 - Forgetting any part of a uniform or equipment for performance
 - Showing public display of affection at ANY time while serving in a drill team capacity
 - Offenses warranting 3 demerits:
 - Inappropriate Conduct as outlined by the Student Code of Conduct Handbook
 - Disrespect of team member or officer
 - Inappropriate Language
 - Receiving a negative report from a teacher or other school staff in regards to a team member
 - Skipping a class (with verification from attendance office or school staff)

Offenses warranting 5 demerits and Automatic Strike:

Unexcused absence from performance or event

Failure to follow directions given by the director, disrespect of Director

Administrative disciplinary action and/or Office Referral

Assignment to OCS or on campus choices

Use of the Internet and/or other technologies in a threatening, disrespectful, or inappropriate manner. This includes but is not limited to: Cyber-bullying, disparaging remarks about the team, team members, or others.

F. Scale used for determining a strike/probation with demerits

1. All demerits received in a 6-week grading period will go toward the accumulated total of 10 demerits to equal a disciplinary strike.

2. Demerits will start over each 6 weeks.

3. All accumulated demerits in a six-weeks may be deducted from the final six weeks average.

G. Merits may be earned by doing things outside your normal team duties to be helpful to the team, supportive of other teams and activities, and going above and beyond. General rule of earning merits: outside of practice time, outside of normal team duties, something you are not already supposed to do. Merits will be given or approved by the Director.

STRIKES, PROBATION, SUSPENSION, AND REMOVAL

A. There are 3 types of Strikes that can be given against a team member's membership status: Disciplinary, Academic, and Attendance.

B. All Strikes will count towards the Three Strike Policy. The Three Strike Policy is the following: A team member's 1st Strike will result in a 3-week probation. The 2nd Strike will result in a 6-week probation. The 3rd Strike will result in dismissal from the team. Academic Probation periods will follow the UIL Calendar.

C. Students that are on probation will not be allowed to attend any performances without Director permission, but will attend and participate in all rehearsals in uniform.

D. While a member is serving probation, the member will not be allowed to wear any team uniforms other than practice attire during practice.

E. A formal warning of all disciplinary actions (minimum of a strike) will be issued on paper as well as by email or phone call to the parent before the member is removed.

F. Disciplinary Strike will be given for but not limited to the following reasons.

1. 5 demerits received at once, resulting in an automatic strike

2. 10 accumulated demerits

3. 15 accumulated demerits

4. 20 accumulated demerits

5. Failure to follow school rules and policies (this would include referrals for any reason)

6. Insubordination to the director

7. Assignment to OCS, Choices, or Turning Point programs

8. School Suspension

9. Use of alcohol, illegal drugs, or tobacco in accordance with the AISD Student Code of Conduct.

The AISD Drug Policy will be strictly adhered to and enforced.

G. Academic Strike (Please see official UIL rules on eligibility)

1. If a member fails a six weeks they receive one strike. They must pass on progress report to regain eligibility.

H. Attendance Strike – Attendance Strikes will be given for but not limited to the following reasons:

1. 10 Total Unexcused Absences

2. 15 Total Unexcused Absences

3. 20 Total Unexcused Absences

4. 1 Unexcused Absence from a performance (5 demerit offense)

5. 2 Unexcused Absences in 1 week

I. Removal from the Team

1. A team member will be removed upon receiving a 3rd Strike.
2. Fighting
3. Assignment to Turning Point
4. A team member will be removed if they fail to meet financial deadlines, unless a prior agreement has been made with the Director.
5. A team member will be removed for committing an infraction in Groups II-IV of the AISD Student Code of Conduct that results in a disciplinary action.
6. A team member will be removed upon notice from law enforcement that a student has engaged in conduct resulting in a legal charge.
7. Breach of behavior contract while on an out-of-town trip.

If a member is dismissed or chooses to drop from the organization at any time, no dues or fees will be returned. The member's account must be paid in full and all uniform pieces must be returned. Any member removed from the team may return to dance class only and is eligible to tryout again for the team for the next school year.

LEADERSHIP POSITIONS

- A. The following leadership positions may be created as deemed necessary by the director: Dance Officers, Squad Leaders, and Social Committee.
- B. Leadership Eligibility
 1. All Leadership candidates must meet all the eligibility standards for the line in order to qualify to try-out for officer. Candidates must have completed the full current year in order to apply for a Leadership position without receiving more than one strike for said current year.
- C. Leadership Auditions
 1. The number of officers needed each year will be determined by the director, judge's scores, and total dance/drill team membership numbers.
 2. In addition to all the aforementioned requirements, the dance officer candidates may also be subject to and scored on any one or all of the following evaluations:
 - a. Solo dance performance
 - b. Teacher evaluations
 - c. Interview
 - d. Additional evaluations may be required at each campus.
- D. Maintaining Eligibility
 1. If an officer does not meet the responsibilities that are spelled out in this document, they may be removed from their office:
 - a. Earning 2 Strikes – removal from office upon earning a 2nd Strike
 - b. Placement in OCS, ISS or On-Campus Choices
 - c. Use of tobacco, illegal drugs, or alcohol at any time
 - d. Repeated failure to fulfill their officer duties
 2. An officer will not be removed from their position without a conference including the director, the officer, the officer's parent(s), and campus Administration.
 3. If an officer position becomes vacant during the school year, the Director may or may not appoint a replacement.