



**SECONDARY SCHOOLS  
Dance/Drill Team  
Program Guidelines**

**2009-2010**

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## **INTRODUCTION**

Rockwall Independent School District strives to provide effective and timely communication to all constituents. Therefore, the *RISD Secondary Schools Drill Team Program Guidelines* was created to provide information, answer questions, and pave the way for successful involvement with the drill team program. The *RISD Secondary Schools Drill Team Program Guidelines* is divided into five sections so that candidates understand responsibilities and commitments prior to tryouts.

The guide addresses District policies and procedures related to drill team. Not all policies are included. Those policies and procedures which are included are have been summarized. Policies and procedures can change at any time. If changes are made, the changes supersede any guide provisions which are not compatible with the changes. For more information, students and parents may refer to policy codes associated with guide topics and confer with the drill team director and/or building principal. District policy is available on the Internet through the Rockwall Independent School District website ([www.rockwallisd.com](http://www.rockwallisd.com)). Suggestions for additions and improvements to the guide are welcome and may be sent to the Office of Policy, Planning and Research.

### **RISD BOARD OF TRUSTEES' GOALS 2008-2009**

Rockwall Independent School District will improve the extra/cocurricular programs by increasing opportunities for all students to participate. [Excerpt from Board of Trustees' Goal X]

### **DANCE/DRILL TEAM PROGRAM PURPOSE**

Drill team members are student leaders who exemplify and promote school spirit, pride, and sportsmanship. Drill team members enhance a positive school climate by exhibiting leadership skills, such as respect for individual differences, building consensus, academic excellence, and modeling appropriate behaviors at all times, both in and outside of school.

#### **Objectives**

- To become mentally and physically fit and athletically skilled in the field of dance and performance.
- To demonstrate dance and performance etiquette for public appearances and private practices.
- To provide an atmosphere of support and cohesion essential for team building.
- To support and participate in academic, athletic, and community projects that help the campus and District achieve respective goals and objectives.

#### **Middle School**

The purpose of the middle school drill team is to provide a class where girls may learn about the elements and technique of dance, proper exercise, choreography, and team participation. Therefore, students wishing to participate in the 7<sup>th</sup> and 8<sup>th</sup> grade drill team program are not required to tryout, as enrollment is open. Some campuses choose to have an 8<sup>th</sup> grade drill team only.

#### **High School**

At the high school level, there are two drill team organizations – Junior Varsity and Varsity. Students wishing to participate in the Junior Varsity Drill Team are not required to tryout, as enrollment is open. Tryout for the Varsity Drill Team is open to all upcoming 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students. A current Varsity Drill Team line member is not required to tryout more than once.

## **SECTION I: MEMBERSHIP GUIDELINES**

The following membership guidelines are categorized under Application and Orientation, Leadership/Teamwork, Attendance and Promptness, Transportation, Uniforms and Appearance, Competitions, Fundraising, Financial Responsibilities, and Officers and Instructors. Other sections pertinent to membership are Section II: Eligibility Requirements, Section III: Tryout and Judging Guidelines, and Section V: Conduct Guidelines.

The Texas Education Agency (TEA) and University Interscholastic League (UIL) Side by Side 2009-2010 states on page 15, "Cheerleading and drill teams do not come under UIL rules, but the regulations in this document regarding no pass-no play, 8 hour practice limitation, athletic periods, one contest during the school week and extracurricular absences are applicable." Therefore, this and other sections will reference UIL regulations when applicable.

### **APPLICATION AND ORIENTATION**

#### **Middle School/Junior Varsity Drill Teams**

Participation in Middle School and Junior Varsity Drill Team is intended to be a preparation time for dance and drill while serving as a learning experience for future dance involvement. Students wishing to participate in the grade level appropriate drill team are not required to tryout, as enrollment is open. The deadline for enrollment is established at each campus. No member will be accepted after this date.

In order to participate, the student must qualify according to eligibility requirements as outlined in Section II of the guide and must complete the following application/orientation process:

- Attend an orientation meeting with their parent/guardian as scheduled by the director.
- Return the drill team application packet, including all appropriate signatures, by the required date. Packets include, but are not limited to:
  - Student Drug Testing Consent Form* (Grades 9 – 12)
  - Drill Team Application
  - TEA Medical Release Form [See FFAA (LOCAL)]
  - Health Information / Inherent Risk Form*
  - RISD Physical Examination Form* [See FFAA (LOCAL)]
  - RISD Secondary Schools Drill Team Program Guidelines*
  - Previous nine-week report card

#### **Varsity Drill Team**

Tryout for the Varsity Drill Team Line is open to all upcoming 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students. For further information, see the application and orientation procedures as outlined in Section III: *Tryout and Judging Guidelines*.

### **LEADERSHIP/TEAMWORK**

As outlined in *Drill Team Program Purpose Statement* on page 2 of the guide, drill team members are representatives of Rockwall ISD and will adhere to the following standards:

- Abide by the drill team rules, guidelines and the Student Code of Conduct.

- Behave in a manner that is becoming to the individual and to the organization. In or out of uniform, drill team members are representatives of the drill team and the respective school.
- Maintain desirable attitudes and spirit.
- Cooperate with drill team officers, directors, and other members of the team.

### **ATTENDANCE AND PROMPTNESS**

Drill team members will have a scheduled class period during the instructional school day to allow for planning and practice. Drill team practices and performances are under the umbrella of UIL time limit restrictions. Special practices may be called by the director when necessary. However, due to UIL procedures, the eight hour limit will apply to practice held outside of the school day per school week\*. No practice activities will be scheduled on a Sunday. [EIF (LOCAL); FEA (LEGAL/LOCAL); FM (LEGAL/LOCAL)]

*\*The school week means beginning at 1:01 a.m. on the first instructional day of a calendar week and ends at the close of instruction on the last instructional day of the calendar week, excluding holidays. [TEA & UIL SIDE BY SIDE 2009-2010, Page 12-13]*

Participation in the drill team program requires attendance for the drill team class period, practices, and sports activities designated by the director and campus administrator. Sports activities include, but are not limited to:

- Varsity:** Varsity football home and away games, including play-off games.
  - Junior Varsity:** Varsity football home games and other games at the director's discretion.  
Freshman and junior varsity football home games at the director's discretion.
  - All Other Drill Teams:** Grade level football home games and other games at director's discretion.
- Members who miss any game listed above may be ineligible to perform the following week. (See also *Exceptions* below.)

Other events in which attendance is required are:

- Summer camps and clinics. Instruction is an integral part of program quality.
- Competitions. [See Competitions on Page 5]
- Other sports events, community and social activities (including spring show).

The team may be divided to accommodate games and to conform to UIL guidelines.

Members will be present at least one-half of the school day to participate in an activity - or at the director's discretion.

Members must be prompt for scheduled drill team class periods and all functions - ensuring timely pick up at the conclusion of activities outside of the school day.

Regular school attendance in all classes is mandatory.

Members may not leave a practice, class or any other activity at any time unless approved by the sponsor.

Exceptions: Any absence must have the prior approval of the director. Prior notification of conflicts with school activities will be addressed with the director and, when appropriate, the principal. Absences for a football game are excused for illness, funeral or a wedding. Work, tutorials, and hair appointments are not considered an excuse for an absence.

**TRANSPORTATION** [See CNA (LEGAL/LOCAL); FMG (LOCAL)]

Each member shall ride school provided transportation to and from out-of-town and home games. A written request is required by the parent/guardian that the student is to be released to the parent or to another adult designated by the parent. Prior approval from the director is required. [See *RISD Student Handbook*, page 32]

**UNIFORMS AND APPEARANCE** [See FNCA (LEGAL/LOCAL)]

All uniform and practice attire is approved by the principal and director. While performing, each member is expected to:

- Wear proper attire as directed. The uniform is worn to official functions only and a member may perform only if he/she is in the complete required uniform. If the member is not in proper uniform (including, but not limited to, secured hairstyle, ribbons, sweatshirts, cold weather attire), he/she will contact a family member to bring the necessary uniform. A specific uniform will also be required for each practice.
- Keep uniforms clean, pressed and mended at all times.
- Reflect grooming standards as communicated by the director, including, but not limited to:
  - Lipstick and appropriate make up while in uniform.
  - Colored nail polish is not to be worn when performing or in uniform.
  - No visible jewelry, including body piercing.
  - No visible tattoos.
  - No gum chewing or candy.
- A cover-up must be worn at all times outside practice.
- Parents are financially responsible for the replacement of school issued uniforms and equipment. At the end of the school year, launder and return all school issued uniforms. [FNCA (LEGAL)]

**COMPETITIONS** [See FM (LEGAL/LOCAL), FMG (LOCAL); FMF (LOCAL)]

High school drill team line members may participate in one summer camp and may elect to participate in competition, with principal approval. Middle school teams may participate in local competitions, but national competitions are at the discretion of the director and principal. Every other year, the high school varsity drill team may go out of state for competition, with the approval of the principal and superintendent.

**FUNDRAISING** [See *RISD Campus Activity Fund Raising Guidelines*; CFD (LOCAL); EC (LEGAL); FJ (LEGAL/LOCAL); FP (LEGAL/LOCAL)]

A thorough description of appropriate practices and procedures for fundraising is outlined within the document, *RISD Campus Activity Fund Raising Guidelines*. Individuals directly responsible for fundraising should refer to the document and District policy for complete directions. The following is important information for all members and parents:

- Each member will participate in fundraising activities.

- Fundraising activities should support the educational goals of the District.
- Fundraising will be coordinated by the director, approved by the building principal and must include a written request outlining the need for funding, the type of fundraising activity, the projected amount to be raised, how the money will be used, and the time and duration of the activity. Efforts should be made to avoid conflict with other school organizations attempting to raise funds. Directors can access the document, *Fund Raising Information and Financial Recap*, on the Intranet at [www.rockwallisd.com](http://www.rockwallisd.com).]
- Directors are required to keep a detailed account of income and expenditures of student money, with all transactions processed through a campus activity account.

**FINANCIAL RESPONSIBILITIES** [See *RISD Campus Activity Fund Guidelines*; CFD (LOCAL); FP (LEGAL, LOCAL)]

The District will provide the basic uniform for each member. Additional uniforms, camp wear, clothing items, bags, sweaters, and practice attire are purchased by the parent and must be approved by the director and campus principal prior to purchase.

Members who attend camp will be responsible for his/her own fees.

A more specific list of approved items outlining financial requirements will be provided to parents at orientation.

Current members' outstanding balances must be paid in full by the last day of the school year.

Payments which are the responsibility of the parent for camp/camp wear/uniforms will be paid as communicated by the director in order for the members to attend camp.

**OFFICERS AND INSTRUCTORS**

Officers and instructors are under the leadership of the director and are selected to assist the director in leading the drill teams. He/she also serves as a liaison between the director and other members. Officers/instructors to be selected are: 7<sup>th</sup> and 8<sup>th</sup> Grade Officers, Varsity Officers, and Varsity Instructors. For further information on Officers and Instructors, see the application, orientation and tryout procedures as outlined in Section III: *Tryout and Judging Guidelines*.

The officer/instructor may be removed from his/her position for conduct that occurs on or off campus that is detrimental to the school or team as determined by the director and principal. If an officer/instructor either resigns or is removed from the line-up, the position will not be filled.

**Officer/Instructor Duties**

The following is expected of all drill team officers/instructors:

- Abide by all rules and regulations of the drill team program guidelines.
- Maintain a cumulative average of 80 or higher throughout the year.
- Attend officer/instructor trainings, officer/instructor camp, and line camp.

- Perform additional functions.
- Cooperatively choreograph and teach routines.
  - High school officers teach the varsity drill team.
  - High school instructors teach the junior varsity drill team.
  - Middle school officers teach the respective 7<sup>th</sup> and 8<sup>th</sup> grade drill teams.
- Assist in the planning and communication of information regarding upcoming activities, such as uniform requirements and practice schedules.
- Address teammates, choreographers and all school personnel with respect.
- Be expected to assume leadership responsibility - modeling a positive and cooperative attitude while promoting discipline, school spirit and drill team unity.
- Arrive early to prepare for team practice, including, but not limited to, gathering music and stereo, taking attendance, and leading the drill team in stretching exercises and rehearsal. Arrive at least five minutes early to all other meetings, functions and performances scheduled by the director.
- Sit in front of the respective drill team at games.
- Be a public relations representative for the drill team and pay specific attention to personal appearance and grooming.
- Purchase additional clothing and costumes.
- Carry out all other duties assigned by the director.

**High School Instructors**

The role of an instructor at the high school level is to mentor and teach routines to the respectively assigned drill team. An instructor does not serve as an officer of the varsity drill team. However, in addition to the duties outlined above, they also:

- Sit in front of the assigned drill team at home games.
- Prepare members for high school drill team by teaching and regularly practicing the following skills:
  - Splits on right and left leg
  - Jump splits
  - Turns (Pirouette, Pique, Chaine)
  - Proper kick technique (pointed toes, planted heel, straight support leg, erect posture)
  - Leaps (Jetes, Switch, Russions, Axles)
  - Familiarity with jazz, military, kick, lyrical, and hip-hop.

## **SECTION II: ELIGIBILITY REQUIREMENTS**

*A student enrolled in the District and who participates in an extracurricular activity . . . is subject to District policy and UIL rules regarding participation only when the student is under the direct supervision of an employee of the school or district in which the student is enrolled or at any other time specified by resolution of the Board.*  
FM (LEGAL)

The drill team program will follow the eligibility requirements as outlined by the Texas Education Agency (TEA) and the University Interscholastic League (UIL). The following is an excerpt from the requirements:

*A student who receives, at the end of any grading period (after the first six weeks of the school year), a grade below 70 in any class (other than an identified advanced class) or a student with disabilities who fails to meet the standards in the Individual Education Plan (IEP) may not participate in extracurricular activities for three school weeks. An ineligible student may practice or rehearse, however. The student regains eligibility after the seven calendar day waiting period has ended following a grading or the 3 school weeks evaluation period when the principal and teachers determine that he or she has earned a passing grade (70 or above) in all classes, other than those that are advanced.*

*All schools must check grades for all participants at the end of the first six weeks of the school year. From that point, grades are checked at the end of the grading period whether it is six, nine, or twelve weeks in length. Students who pass remain eligible until the end of the next grading period. All activity coaches and directors are responsible for obtaining official grade reports from the individual the principal designates as the keeper of official grades before the student represents the school. This provision applies to all grading periods. It also applies to all three-school week evaluation periods for ineligible students.*

*Senate Bill 1517 identified advanced courses eligible for exemption and include any College Board Advanced Placement (AP) course, Honors and high school/college concurrent enrollment or dual credit courses in the subject areas of English Language Arts, Mathematics Science, Social Studies, Economics or language other than English. Classes identified as advanced by Rockwall Independent School District are listed in the Secondary Course Guide and at the Guidance and Counseling Office. [See TEA & UIL Side by Side 2009-2010, page 3-4; FM (LEGAL/LOCAL)]*

In addition, all conduct grades must be satisfactory. If a member receives a grade of "N" or lower, a meeting will be held with the member, parent, teacher, sponsor and campus administrator.

### **SECTION III: TRYOUT AND JUDGING GUIDELINES**

Section III: *Tryout and Judging Guidelines* provide requirements for candidates trying out for 7<sup>th</sup> and 8<sup>th</sup> grade officers, varsity drill team officer/instructors, or varsity drill team line. Areas included in this section are Application and Orientation, Scholarship and Citizenship, Judging Guidelines, Varsity Drill Team Line, Officers and Instructors, Specialty Groups and Tryout Injury Option. The designated date for tryouts described in this section will be set by the director.

Tryout for **7<sup>th</sup> and 8<sup>th</sup> Grade Drill Team Officer** is open to all eligible upcoming 7<sup>th</sup> and 8<sup>th</sup> grade students.

Tryout for the **Varsity Drill Team Line** is open to all eligible upcoming 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students. A current varsity drill team line member is not required to tryout more than once.

Tryout for a **Varsity Drill Team Officer/Instructor** is open to all eligible upcoming 11<sup>th</sup> and 12<sup>th</sup> grade students who have been a member in the drill team the entire year in which he/she is auditioning.

### **APPLICATION AND ORIENTATION**

Candidates wishing to tryout must:

- Attend an orientation meeting with their parent/guardian as scheduled by the director.
- Return the drill team application packet, including all appropriate signatures as outlined on page 3 in the subsection *Application and Orientation*. Additional forms include, but are not limited to:
  - Clinic/Tryout Permission Form*
  - Candidate's photo
  - Officer/Instructor Tryout forms
- Have no outstanding balance for prior year financial obligations.
- Attend each day of clinic, unless approved by the director.

### **SCHOLARSHIP AND CITIZENSHIP** [See *TEA & UIL Side by Side* 2009-10, page 15]

In order to tryout, a candidate must:

- Be enrolled in Rockwall ISD or have administrative approval.
- Meet state guidelines for compulsory attendance.
- Not receive paid private instruction from a student currently enrolled in RISD.
- Have not resigned or been dismissed from the drill team in the previous year. However, if he/she resigns due to circumstances out of his/her control, the director and campus principal will determine whether he/she may be considered for tryouts the following year.

- Have an excellent disciplinary history with the drill team.
- Have positive relationships with teachers and teammates.
- Have no citizenship grade for the current year below satisfactory.

Additional requirements for officers/instructors are:

- Have the following grade average:
  - Middle School – Weighted semester core average of 80.
  - High School - Weighted semester average of 80.

### **JUDGING GUIDELINES**

The performance evaluation for either the drill team line, officer, or instructor tryouts described below will be made by a panel of three to five qualified judges. Judges may not have previous associations with students or parents. The qualifications of the judges will be required and reviewed by the director. Candidates will receive numbers when they tryout and shall not be referred to by name. Tabulations of scores will be made by campus administrator(s) and designated tabulator. Tryouts will only be open to participant, judges, directors, tabulator, campus administrator(s) or other appropriate RISD administrators.

Tabulation of scores will be conducted by campus administrator(s) and designated tabulator. If five judges are used, the highest and lowest of the five judges' scores will be dropped. A composite score for performance will then be determined by averaging the three remaining scores. Scores will be calculated to the nearest one-hundredth.

### **VARSITY DRILL TEAM LINE**

The following guidelines are established to determine membership for the varsity drill team line. The criteria are in three areas: Performance (70%), Academics (10%), and Citizenship (20%).

#### **Performance**

Performance represents 70% of the drill team line candidate's total score. Performance routines are learned during the tryout clinic. Each candidate will perform the group jazz routine in a group of 4-6. The group jazz routine is scored in category #1 below. Candidates also perform in a group kick/strut routine with splits. Categories #2 – 5 are scored based on both routines. Each candidate may be asked to perform in a call back group for further review by the judges.

The total score will be added from the five categories:

1) Jazz Routine	25	points
2) Drill Team Strut/Kick Technique	20	points
3) Execution of Right and Left Splits	10	points
4) Smile/Projection/Confidence	10	points
5) Image/Overall Appeal	5	points
TOTAL SCORE	70	points

**Academics**

The academic evaluation represents 10% of the drill team line candidate’s total score. Each candidate’s academic score will be calculated from the preceding semester’s GPA as determined by the District. The maximum number of points a student can earn in this category is ten points. The following formula will be used in determining academic scores:

High School - Weighted semester average X .10 = Score.

Middle School – Weighted semester core average X .10 = Score [See EIC: LOCAL]

No score will be given to a student in the academic category for the following:

- Having previously been removed from the program due to academic ineligibility.
- Failure to have at least a 70 in all courses for the preceding grading period, with the exception of state approved Pre-AP and AP classes.

**Citizenship**

The citizenship evaluation represents 20% of the drill team line candidate’s total score. The two areas of citizenship grades and discipline referrals will determine the points for this category and will be considered up to the point of tryouts.

Citizenship Grade - Each candidate may receive a total of ten points in this category if he/she has not received Needs Improvement (N) or an Unsatisfactory (U) in citizenship. A two point deduction will be given for each (N) and a four point deduction for each (U) but not to exceed a total ten point deduction.

Discipline Action - A discipline action is one that has been documented by an administrator during the current school year. Each candidate may receive a total of ten points in this category with no discipline action documented by the administration prior to tryouts. If a candidate has one discipline action from the administrator, two points will be deducted from this score. If a candidate has two discipline actions, four points will be deducted from this score. A candidate will receive no score in this category for the following reasons:

- Three or more discipline actions prior to tryouts or
- Having been removed from an extracurricular activity for disciplinary reasons.

**Final Determination and Notification**

The principal and designee will tabulate scores and calculate to the nearest one-hundredth as outlined in *Drill Team Judging Guidelines* above. The number of varsity drill team line members selected each year will be based upon the talent level and qualifications of the candidates, as well as the number graduating. A natural break in candidate scores will determine the number of drill team members for the year. Scores of the judges are final. There are no provisions for the selection of alternates.

Candidates will receive notification of results on the day of tryouts. The notification message will only identify the selected candidates based on assigned tryout numbers. No candidate’s name, rank or score will be included in the notification. [See FL (LEGAL/LOCAL); GBA (LEGAL/LOCAL)]

## **OFFICERS AND INSTRUCTORS**

The following guidelines are established to determine the selection of drill team officers and instructors.

### **7<sup>th</sup> and 8<sup>th</sup> Grade Officers**

The procedures for 7<sup>th</sup> and 8<sup>th</sup> grade officer tryouts are similar to the varsity line tryouts described above. Specific guidelines will be provided at orientation. The number of 7<sup>th</sup> and 8<sup>th</sup> grade officers will be determined by the number on each of the two middle school drill teams. Selection will include:

- Captain – the highest over-all score,
- First Lieutenant – the second highest over-all score, and
- Lieutenants – the next one, two or three scores.

### **Varsity/Junior Varsity Drill Team Officers and Instructors**

Because varsity drill team officers' and instructors' duties are of a different focus, tryouts are held separately. Officer tryouts will be held first to provide the opportunity for candidates who were not chosen as an officer to tryout for an instructor position. Some candidates may prefer to tryout only for an instructor position in order to mentor and teach junior varsity drill team members. Even though tryouts for officer and instructor are held separately, the procedures, routines and scoring are the same. Officers and instructors wishing to continue as an officer and/or instructor are required to tryout each year.

The following components determining membership for the varsity officers and instructors are:

#### **Dance and Teach Performance**

Scoring components will be based on the following:

1. Original solo routine
2. Jazz and kick routine
3. Hip hop style
4. Lyrical style
5. Officer strut style
6. Teaching ability

#### **Other Categories**

7. Interview
8. GPA
9. Officer Notebook

The number of varsity drill team officers and instructors will be determined by the number on the Junior Varsity and Varsity Drill Teams.

### **Varsity**

Captain - senior candidate receiving the highest overall score.

First Lieutenant - senior candidate receiving the second highest overall score.

Lieutenants – junior and senior candidates receiving the next highest overall score.

Selection of Instructors will be at the discretion of each campus.

### **Junior Varsity**

Captain – Candidate with highest score.

First Lieutenant – Candidate with second highest score.

Lieutenants – Candidates receiving next highest overall score.

### **Final Determination and Notification**

The principal and designee will tabulate scores and calculate to the nearest one-hundredth as outlined in *Drill Team Judging Guidelines* above. Scores of the judges are final. There are no provisions for the selection of alternates.

### **SPECIALTY GROUPS**

In addition to drill team tryouts, the director may hold tryouts for regular season performances based on the following:

- Each school has the discretion of offering specialty groups such as elite dance teams, kick lines, hip hop groups and tap teams.
- Eligibility to audition for specialty groups will be based on guidelines determined by the director and principal.

### **TRYOUT INJURY OPTION**

A candidate for the drill team or drill team officer may show a video of his/her performance for the judges only if he/she is incapable of required physical activity. Directors must receive a doctor's note the day after the injury and must state the reason(s) for the inability to tryout. The video to be shown must be approved by the director, should be no more than three to six months old and contain footage of the candidate's solo routine, officer strut and jazz routine. The final determination of eligibility to tryout using a video will be at the director's discretion. The video will be judged using the same criteria as outlined in this section. **Please note- Selection will be based solely on the video.**

## **SECTION IV: SUPPORT STAFF, PARENTS, AND CLUBS**

### **DIRECTOR RESPONSIBILITIES**

#### Leadership

Directors are expected to:

- Be committed to the drill team program.
- Be a positive role model and demonstrate conduct that is ethical and rational.
- Display the qualities of good sportsmanship and fair play.
- Set long term and short term goals for professional growth and the drill team program.
- Follow RISD employee policies, guidelines and rules.
- Have knowledge of and compliance with rules for eligibility and participation. [See FM (LEGAL/LOCAL); FMF (LOCAL)]

#### Management

Directors are expected to:

- Supervise students.
- Provide appropriate communication to parents/students concerning all guidelines and requirements.
- Disseminate and manage all required written forms and documentation.
- Communicate and ensure proper safety standards.
- Plan and provide written schedules for all practices, games, pep rallies, clinics, camps, and other activities.
- Coordinate tryouts, including the selection of judges.
- Follow state and RISD accounting practices/procedures for maintaining the budget and proper administration of student funds. [See *RISD Campus Activity Fund Procedural Guidelines*; CFD (LOCAL)]
- Obtain principal or designee approval on all disbursements. [See CFD (LOCAL)]
- Be responsible for the approval, selection, ordering, distribution and return of all uniforms.
- Maintain current certification in first aid and cardiopulmonary resuscitation. [See DBA (LEGAL)]

### **PARENT/GUARDIAN RESPONSIBILITIES** [See GKA (LEGAL/LOCAL)]

Parents are partners with the school and will:

- Respect and support the drill team program, members, and directors.
- Support the student's commitments to the school, community and herself/himself.
- Attend performances and other necessary activities.
- Meet financial obligations in a timely manner.
- Set an example of good sportsmanship at all activities.
- Provide transportation for drill team activities.
- Assist in fundraising.
- Support the booster club.

**BOOSTER CLUB RESPONSIBILITIES** [See CFD (LOCAL); GE (LEGAL/LOCAL)]

At some schools, booster clubs are formed by school patrons to help enrich an organization's participation in extracurricular activities. The purpose of the drill team booster club is to support and promote the drill team through fundraising, attendance at athletic performances and special events. The booster club is vertically coordinated with the directors and parent officers in eighth through twelfth grades. The club will function in a way that is consistent with the District's philosophy and objectives, within adopted Board of Trustees' policies, in accordance with applicable UIL guidelines and financial and audit regulations. General guidelines are as follow:

- Gain director and principal approval on all actions regarding expenditures, fundraising, performances, special events, and other decisions according to District policy/procedures.
- Work cooperatively with the director and school to provide the opportunity to meet the drill team organization's goals.
- Follow District policy and UIL guidelines, which shall be provided to all booster club members at the first meeting.
- Establish and follow by-laws which will be distributed to all booster club members.

## **SECTION V: CONDUCT GUIDELINES**

Upon the completion of tryouts, selected drill team members will be subject to all rules, expectations and discipline consequences associated with the new team. All discipline actions will affect the member's standing on his/her team after tryouts and throughout the following academic year. Any member failing to abide by rules and regulations as set forth under the provisions may be subject to review by the director and principal. Dismissal from the group may result from that review.

The guidelines for student discipline are outlined in the Student Code of Conduct adopted by the Rockwall Independent School District Board of Trustees. Additional standards of behavior for students involved in extra/cocurricular activities are:

- TEA & UIL Side by Side 2009-2010 (Available at [www.uil.utexas.edu](http://www.uil.utexas.edu))
- RISD Policy FO (LOCAL) EXTRACURRICULAR STANDARDS OF BEHAVIOR, (see below)
- Rockwall Public Schools Activity Student Drug Testing Policy, (See below)
- Extra/Cocurricular Standards of Behavior, (See below)
- Drill Team Standards of Behavior (See below)

### **STUDENT CODE OF CONDUCT**

The Student Code of Conduct can be found in the *RISD Student Handbook and Code of Conduct* which is annually disseminated to students. The Code of Conduct is also available on the Internet through the Rockwall Independent School District website ([www.rockwallisd.com](http://www.rockwallisd.com)).

### **OTHER DISTRICT POLICY**

District policy FO (LOCAL) STUDENT DISCIPLINE, speaks directly to the behavior of students who participate in extra/cocurricular activities. Within the subheading, EXTRACURRICULAR STANDARDS OF BEHAVIOR, the policy states:

*With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities, including interscholastic athletics and marching band, may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time on or off school property. No provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of sex, race, disability, religion, or ethnicity.*

*Students shall be informed of any extracurricular behavior standards at the beginning of each school year or, in the case of interscholastic athletics and marching band, at the time the students report for workouts or practices that occur prior to the actual beginning of classes. Students and their parents shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.*

*Organizational standards of behavior of an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.*

*A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of organizational standards of behavior of an extracurricular activity or for violation of the Student Code of Conduct. [Also, see FNC (LOCAL)]*

District policy is available on the Internet through the RISD website ([www.rockwallisd.com](http://www.rockwallisd.com)).

### **DRUG TESTING POLICY**

Rockwall Independent School District has a student drug testing program for all students in grades 9-12 who participate in certain extra/cocurricular activities. An excerpt from the document, *Rockwall Public Schools Activity Student Drug Testing Policy*, under II: Procedures, Page 3, states that:

*Each student shall be provided with a copy of the Student Drug Testing Consent Form which shall be read, signed and dated by the student, parent or custodial guardian and coach/sponsor before such student shall be eligible to practice or participate in any extracurricular activities. Prior to the commencement of drug testing each year, an orientation session will be held with students to educate them on the sample collection process, privacy arrangements, drug testing procedures and other areas which may help to reassure the student and help avoid embarrassment or uncomfortable feelings about the drug testing process.*

*Each student shall receive a copy of the Activity Student Drug Testing Policy. The head coach or sponsor shall be responsible for explaining the Policy to all prospective students, and for preparing an educational presentation to acquaint the student with the harmful consequences of drug and alcohol use and abuse.*

### **EXTRA/COCURRICULAR STANDARDS OF BEHAVIOR**

Student participation in extracurricular activities is encouraged. Rockwall ISD makes extracurricular activities available as an extension of the regular school program, with an important difference: participation in the regular curriculum is a right afforded to each student, while participation in the extracurricular program is a privilege that carries additional expectations for acceptable conduct. Students who engage in extracurricular activities represent not only themselves, but also other students and the District when performing, competing, or participating in extracurricular activities and while wearing uniforms or other clothing that identifies the student to the community or public in any setting as a Rockwall ISD student. Behavior must be exemplary and reflect the finest attributes of the Rockwall ISD student body at all times and in all places.

Important goals of the extracurricular program are to give students direction in developing self-discipline, responsibility, pride, loyalty, leadership, teamwork, respect for authority, and healthy living habits.

Since participation in extracurricular activities is a privilege and not a right, Rockwall ISD is authorized to set higher standards for participants of extracurricular activities than for students who choose not to participate in extracurricular activities. The expectations for extracurricular activities extend beyond the Rockwall ISD Student Code of Conduct, not only in types of behavior prohibited, but also in corresponding consequences and jurisdiction for imposing discipline. Extracurricular expectations apply to all students participating in extracurricular activities, regardless of whether:

- School is in session;
- The offense occurs on or off school property or at a school-related event;
- The student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;

- The extracurricular activity is in-season; and regardless of where or when the conduct occurs.

It is possible that a student who violates the Rockwall ISD Student Code of Conduct will incur consequences from both the appropriate school administrator and from his or her coach or sponsor for the same particular violation. It is also possible that a student participating in extracurricular activities may violate the Extracurricular Expectations and be subject to discipline or sanctions by a coach or sponsor without having violated the Rockwall ISD Student Code of Conduct. [*Cheerleading and Drill Team Legal Issues*, Presentation by Schwartz & Eichelbaum, P.C., 2007]

### **Procedures**

Coaches, sponsors and directors will review all facts and circumstances surrounding a particular event and determine appropriate disciplinary action or sanctions. [FO (LOCAL)]

- 1<sup>st</sup> offense – Parent/student/sponsor conference to discuss the event, possible sanctions\*.
- 2<sup>nd</sup> offense –Parent/student/sponsor conference to discuss the event, sanctions\*, possible dismissal.
- 3<sup>rd</sup> offense –Parent/student/sponsor conference to discuss the event, sanctions\*, possible dismissal.

**Any event may be serious enough to result in removal from the extracurricular activity at any step. Dismissal will be determined by the parent/student/director conference on the second and third offense.**

\*Sanctions may include but are not limited to: physical activity, bench time, loss of playing or performance opportunities.

Nothing in the Extra/Cocurricular Standards of Behavior section limits the authority of a director to impose reasonable sanctions for students who breach program conduct expectations but do not engage in prohibited conduct. Signing the *RISD Secondary Schools Drill Team Program Guidelines Parent/Student Acknowledgement* on page 16 verifies your receipt and agreement to the expectations outlined in the *Extra/Cocurricular Standards of Behavior* section.

### **DRILL TEAM STANDARDS OF BEHAVIOR**

Each extra/cocurricular activity has specific conduct expectations in addition to the expectations outlined in the *Extra/Cocurricular Standards of Behavior*. The expectations outlined in the Drill Team Standards of Behavior document are specific to the drill team program and will be developed and approved by the director and principal. The document will be disseminated to students and parents during orientation.

### **PERMANENT DISMISSAL**

Reasons for permanent dismissal from the drill team program include, but are not limited to:

- Expulsion;
- Failure to meet behavior expectations in the *Extra/Cocurricular Standards of Behavior*;
- Unexcused absence from more than two games over the course of the fall/spring season; and
- Violations as outlined in the *Rockwall Public Schools Activity Student Drug Testing Policy*.
- Placement at the Alternative School.

*The RISD Secondary Schools Drill Team Program Guidelines is designed to be in harmony with RISD Board of Trustees' Policy, the Student Code of Conduct and University Interscholastic League rules and guidelines. The RISD drill team guidelines are reviewed annually. Changes and revisions will be made available to students and parents and will govern drill team selection and decisions regarding supervision of the program. [See FN (LOCAL)]*

**ROCKWALL INDEPENDENT SCHOOL DISTRICT  
SECONDARY SCHOOLS  
DANCE/DRILL TEAM HANDBOOK  
PARENT / STUDENT ACKNOWLEDGEMENT**

We have read and understand the policies, procedures, practices and expectations as outlined in the *RISD Secondary Schools Dance/Drill Team Program Guideline*, including the Extra/Cocurricular Standards of Behavior. We agree to adhere to these rules as a condition for voluntary participation in the drill team program and understand that failure to do so may result in disciplinary measures.

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Parent Signature

Date

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Drill team member Signature

Date

The *RISD Secondary Schools Dance/Drill Team Handbook Parent/Student Acknowledgement* Form was submitted to my office:

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Director Signature

Date

***Please detach this page and return to the director prior to Drill Team Tryouts.***