

RISD High School Drill Team Guidelines

Drill team is a stand-alone extra-curricular activity. The drill team guidelines are unique to team members and provide a necessary framework to aid in developing a successful drill team. The team guidelines are unique to team members and provide a necessary framework to aid in developing and maintaining a successful dance team. The guidelines are intended to ensure consistent and appropriate application of team expectations and standards. Any interpretation of these guidelines that works to undermine or circumvent the purpose and intention of the guidelines will be rejected.

Philosophy

The drill team is a group of high school students chosen through organized, competitive tryouts. The goal of instructional and performance activities is to enhance each individual member's skills and development, resulting in a highly skilled performance group.

In addition, the objective and purpose of drill team is to create school spirit, pride and loyalty through performances at school games, develop responsibility, teach self-respect, encourage honest effort, develop character while striving for excellence, enhance physical fitness development, and display teamwork through quality performances.

Emphasis on sound teaching and learning principals is comparable to that of any other instructional setting. Each team member must be aware of the time commitment and individual dedication required to achieve personal improvement and effective teamwork through responsibility and discipline. Drill team members will demonstrate good citizenship and moral standard and assume responsibility for developing school spirit. Members shall set a positive example for other students through being responsible for their actions and demonstrating appropriate conduct.

Equal Opportunity

Richardson Independent School District will provide nonacademic and extracurricular services and activities in the manner necessary to afford students with disabilities an equal opportunity for participation in those services and activities. If a student requires a reasonable accommodation to try out or participate in the nonacademic or extracurricular services and activities, parents/guardians are asked to contact their campus administration to discuss the accommodation request as soon as possible and prior to tryouts.

Accommodation requests will be reviewed by the appropriate staff to determine what accommodations may be made without fundamentally altering the program.

General Information

Each school shall have its own rules specific to that campus. The campus rules and procedures shall not conflict with or contradict any portion of the district guidelines. In the event of a conflict, the district guidelines will be followed.

At the beginning of the school year, drill team members must have earned the designated number of credits in state-approved courses towards graduation at the scheduled time: 10th grade – at least 5.0 credits; 11th grade – at least 10.0 credits; 12th grade – at least 15.0 credits.

To ensure the district guidelines are review and updated as needed, the Executive Director of Fine Arts will arrange a required annual meeting with campus sponsors.

Eligibility - Tryouts

To be eligible for tryouts, a drill team candidate must be enrolled as a student in the Richardson Independent School District. Any student who was not enrolled and actually in attendance at the beginning of the school year at the RISD school where he or she desires to tryout must:

- otherwise meet the minimum eligibility criteria; and
- if a newly enrolled student, must be enrolled and in attendance in classes in the RISD school no fewer than fifteen (15) calendar days prior to the tryout.

PHYSICAL EXAMS & PERMISSION SLIPS: All candidates must complete and turn in required permission slips, including a medical release form, prior to participation in any tryout activities. In addition, all candidates must pass a physical exam and the record must be on file with the drill team director before the drill team member can participate in any drill team activities. All candidates must have a medical history form and annual physical examination form on file prior to tryouts.

ORIENTATION MEETING: All candidates and their parent/legal guardian must attend any scheduled orientation meeting(s) prior to the beginning of the tryout workshops. All candidates will be advised in writing of requirements, duties, responsibilities and consequences of rules violations prior to tryouts. Parents and students should discuss concerns and questions about these guidelines, any drill team rules, request or expectation, or any other matter related to drill team with the director and/or principal prior to the parent and student signing the agreement form that indicates the student and parent/legal guardian understanding of and willingness to comply with all applicable rules as a condition of participation on the drill team.

Tryout Process

- Workshops and audition dates will be scheduled by the school.
- The number of pre-tryout workshops will be at the director's discretion.
- Tryouts cannot exceed four (4) days of out-of-school activities, including the judging.
- Tryouts before the judges will be held on one day.
- Eligible candidates must tryout in person in front of the judges.
- All eligible candidates must try out in person in front of the judges unless an alternate tryout method or a reasonable accommodation for an otherwise qualified student with an injury is approved.
- A student may participate in the drill team tryout process at only one RISD school per school year.

CRITERIA FOR JUDGING:

- Tryouts for drill team membership will be closed sessions with only judges, administrator(s), and drill team director(s) present. Candidates will be judged for tryouts in groups, any size. Each candidate will be scored independently by each judge.
- Callbacks generally will be at the discretion of the judges or the campus administrator.
- The categories used in judging are as follows:
 - Poise, athleticism, and presence (5 points)
 - Kicks - technique & height (10 points)

- Splits-both legs (5 points)
- Projection, memory (10 points)
- Dance Technique (10 points)
- Overall impression (10 points)

JUDGES AND SCORING:

- A panel of three qualified judges will evaluate candidates for drill team.
- An effort will be made to secure impartial judges who are not acquainted with any candidate. An individual who has attended any RISD high school during the four years prior to the school year in which tryouts take place may not serve as a judge.
- A school administrator will collect the judges' score sheets immediately after the scoring. The administrator will maintain the score sheets in accordance with the applicable records retention requirement but no less than for the remainder of the school year.
- A candidate's scores and score sheets are confidential student information. To ensure all scoring is verified, score sheets will not be available for review by the candidate's parent/legal guardian until the week following the tryout announcements. A parent/legal guardian may make a request, in writing, to view only the score sheet for his or her student.
- The list of candidates selected as drill team members usually will be posted within twenty-four hours after tryouts.

MEMBERSHIP: The RISD District Guidelines do not specify a certain number of line members for any school. The principal will determine the final number of members. Selection of officers will be at the sole discretion of the director. To maintain membership in the drill team, a student must meet the requirements as outlined in these guidelines.

APPOINTMENT PERIOD AND PERPETUATION: Selection for membership on the drill team is for one school year only, which runs from the date of selection through the date on which the next team is selected. All students who desire to tryout for drill team (returning and new) must participate in the December tryout process for the following year. No special tryouts will be held. Special circumstances will be addressed with the building principal and the Executive Director of Fine Arts.

MAGNET STUDENTS: A student accepted into the magnet at Richardson High School who completes the tryout procedure and makes the team must commit to attending Richardson High School. Failure to commit or a decision to return to the home school will result in a forfeiture of rights to participate in drill team at the home school for the remainder of the school year. A student may participate in the drill team tryout process at only one RISD school per year.

Transfer students

- Must be a prior member in good standing of a drill team program.
- Must be enrolled in an RISD school.
- The student may only audition for one RISD school during the transfer process.
- Submit a recommendation letter from their current drill team director.
- The student will be presented with the same tryout materials from fall auditions. They will have 3 days to prepare their audition materials and will create a live audition video with the help of the head dance director on day four. This video will be adjudicated using the RISD Drill Team rubric by the other three RISD Head Dance Directors.

- If the student falls above the score break they will be notified that they earned a spot on the team and will be asked to meet in person to review expectations and contracts with the head director.
- This process must be completed by the official start of summer practice.
- Final decisions will be at the discretion of the campus principal.

Safety & Conditioning Standards

Safe practices and adequate conditioning are of paramount importance for each drill team and are vital to efficient athletic performance. A warm up period with stretching and flexibility exercises is required and important to reduce injuries. Students who sustain injuries are encouraged to seek proper medical attention. Safe practices will be stressed and no student will knowingly be subjected to any unsafe situation. All drill team members must have a medical history form and annual physical examination form on file.

Summer Activities

- Official summer practice may begin no earlier than three weeks prior to the first day of school. The amount of time spent in summer practice (excluding officer/line camp) shall not exceed a total of forty-five (45) hours in any one-week period (Monday through Saturday), and no more than six hours in any one-day. Sunday practices are prohibited.
- No required summer practices will be allowed for a minimum of six continuous weeks during the summer. During that six-week period, the school, director, coach, students, or parent cannot organize any formal practice.
- The drill team director will supervise all required drill team practices from start to finish. At no time may drill team members be left unsupervised during a scheduled practice.
- Unscheduled or informal practices of the team are not allowed.

SUMMER DRILL TEAM CAMP: Attending summer camp is an expectation of all members. Students are encouraged to discuss any conflicts in a timely manner with their director. Drill team members who do attend such camps must comply with any rules and procedures of the specific camp, as well as RISD rules of conduct and these guidelines. RISD expects that any student who represents the district will conduct himself/herself in an exemplary fashion at all times.

Practices

- The principal must approve official practice times.
- Drill team members must attend practice sessions as instructed by the director.
- During the school year, practice time will be limited to a total of eight hours per school week outside the school day. The school week is defined as beginning at 12:01 a.m. on the first instructional day of the calendar week and ending at the close of instruction on the last instructional day of the calendar week, excluding holidays.
- Practice for drill team can start no earlier than two hours before the first bell of the school day and the time of morning practice is included in the eight-hour rule during the school week, regardless of start time.
- All practices should be held to a maximum of 2 ½ hours work time, excluding spring show season.
- No more than two practices per day, excluding class time, are permitted.
- **Sunday practices are prohibited.**

- All required practices will be supervised by the drill team director. At no time may drill team members be left unsupervised during a scheduled practice.
- No informal practices may be scheduled.

Performances

All drill team members may not be required to perform at every performance. The drill team director, in cooperation with the principal, will determine the minimum number of team members for a performance. Team members must earn the privilege of performing by demonstrating all required skills for each performance. Drill team members may not perform at any activity unless the director or an appropriate chaperone is designated to oversee the activity. **Sunday performances are highly discouraged but, at the discretion of the principal and Executive Director of Fine Arts, may be authorized.**

REQUIREMENTS:

- Drill team members must meet tryout requirements based on a performance criterion outlined in the guidelines.
- Drill team members must display a satisfactory attitude as outlined in the guidelines.

ATTENDANCE:

- Attendance at all drill team activities and practices is mandatory.
- Drill team is a year-round activity.
- Prompt and regular attendance for all practices and performance is essential to maintain a high-quality performance group.
- Any student who must be absent from a practice, tryout or performance must notify the drill team director as far in advance as possible before the scheduled event.

PROBATION: Performance probation is intended as a disciplinary consequence for significant or repetitive violation of team rules and expectations. The probation decision will be at the director's discretion.

- Performance probation may be imposed for the following reasons:
 - Accrual of three tardies within a semester or an absence on the Wednesday or Thursday prior to a football game performance.
 - Reporting late to game day practice for pep rally/game. The probation for this matter will be removed from the next week's performance.
 - Absences or early dismissal for work will not be allowed and will result in removal from the routine.

Transportation

- The RISD Transportation Department will pay for the cost of transportation (either via RISD vehicles or private charter services as determined by the Transportation Department) to performances that involve UIL activities and certain other academic contests.
- If the sponsor chooses to attend an over-night contest instead of scheduling a comparable local contest, RISD Transportation will not pay for the transportation costs. The requesting school must pay transportation costs for all other types of field trips.
- Teachers should not transport students in private automobiles except in emergency situations or with prior written authorization from student's parent and the school principal.
- The District shall not be liable for any injuries that occur to students while traveling to or from a performance in private vehicles.

Attendance

Prompt and regular attendance for all practices, tryouts, and performances is essential to maintain a high-quality performance group. A member who fails to maintain prompt and regular attendance is not in compliance with these guidelines and may be subject to appropriate disciplinary consequences.

- A student who is not present for any required activity outside the regular school day, such as games and practices, is considered absent.
- Attendance will be considered when making cuts and grading.
- All absences must be accompanied by a note, email, or phone call from the parent.
- An absence that is not approved by the director will result in an unexcused absence and/or probationary status.
- The director must be notified prior to every absence.
- Members must be present three class periods (this includes drill team) the day of a performance and cuts.
- Extended non-participation should be explained with a doctor's note and a date the member may return to work.
- All performance routines (field, floor, and other) are set the day of cuts. All absences (after cuts) and/or non-participation may remove a member from that routine as determined by the director.
- Missing more than 20 minutes of a practice for any reason is considered an absence.
- Drill Team participants are only allowed to miss 2 mandatory events a year for college visits.
- Drill Team participants may not miss practice for tutoring without extreme cause, a note from the teacher, and prior approval from the director.

UNEXCUSED ABSENCES:

- A member is allowed two unexcused absences each semester.
- A member who has a third unexcused absence may be removed from the program pending evaluation by the director and administration.

EXCUSED ABSENCES:

- Excused absences are defined as absences due to personal illness, for religious holidays, death or serious illness in the family, or other absence excused at the discretion of the director or principal.
- Absences from drill team caused by conflicts with other school activities will be excused at the discretion of the director and principal.
- Any absence approved by the principal for other school activities including religious holidays will not be recorded as an absence.

DEMERIT SYSTEM:

- Demerits are intended as an accountability system for noncompliance with team rules to reinforce team standards by keeping members accountable for compliance with all policies and procedures. While intended to address minor disciplinary infractions, demerits do accumulate and may result in dismissal from the team.
- A record of demerits will be maintained by the director or an officer in charge of this duty. It is, however, the responsibility of the individual team member to remain aware of her demerit status at all times throughout the year.

Accumulation of Demerits

# of Accumulated Demerits	Consequence
5	Member will be benched for one performance
10	Member will serve probation for three weeks
15	Member will be dismissed from the drill team

- The director may identify the performance that will be missed and/or revise the 3-week consequence if no performances are scheduled during that particular time.
- Below is a list of general demerits for all drill teams. While the effort has been made to include all possible situations, please note that each team director may have specific expectations for her team that may not be addressed here.

CONDUCT	#
Correct performance makeup not worn.	1
Eating, drinking, or chewing gum without permission in the uniform/costume.	1
Failure to respond to the direction of an Officer or leading team member.	1
Wearing jewelry in uniform/costume.	1
Leaving any props, costume pieces, equipment, or personal belongings behind.	1
Losing a required piece of attire (hat, belt, etc.) during a rehearsal or performance.	1
Not bringing required items to rehearsal by the announced deadline.	1
Not notifying the director prior to an absence (or at least at the very beginning of) a rehearsal.	1
Officers – not issuing a demerit when necessary.	1
Officers and other leaders within the team – not meeting a deadline assigned by the Director. (Planning, Choreography, Assignments, etc.)	1
Rips, messy, or incorrect attire at a practice.	1
Tardy to rehearsal. (less than 20 minutes)	1
Unnecessary talking, lack of proper attention, or otherwise contributing to ineffectiveness during a rehearsal.	1
Wearing incomplete uniform/costume before, during, or after a performance without permission.	1
Failure to improve school conduct if advised to do so by the Director.	3
Failure to remove jewelry (multiple ear piercing, belly button rings) during a performance.	3
Wearing or using ripped, messy, or incorrect uniform/costume/equipment to a performance.	3
Tardy to a performance.	3
Excessive public displays of affection	3
Leaving function, performance, or practice before being dismissed from activity	3
Tardy to rehearsal. (more than 20 minutes)	3
Negative association through any form of technology/social media	5
Officers – failure to respect officer confidentiality.	5
Profanity	5
Not attending rehearsal or performance. (unexcused absence)	5
Insubordination towards any adult/director.	10
ISS	10
Truancy	10
OSS	12
DAP/CMLC	13

TATTOOS, PIERCINGS, AND HAIR COLOR: No piercing (other than ears) or visible tattoos are permissible on the team. All members must abide by current school guidelines on items of this nature. All piercings (other than ears) must be removed and all tattoos must be appropriately covered to the satisfaction of the director prior to the member being allowed to perform. Please note that there are some occasions on which the director will require ALL jewelry, including usually acceptable earrings, to be removed. All chosen hair colors and/or treatments must be natural and in accordance with current school guidelines.

Maintaining Eligibility

CREDITS: At the beginning of the school year, drill team members must have earned the designated number of credits in state-approved courses towards graduation at the scheduled time: 10th grade – at least 5.0 credits; 11th grade – at least 10.0 credits; 12th grade – at least 15.0 credits. Failure to meet the required number of credits makes a team member ineligible and will result in automatic dismissal from the team.

GRADES: Drill team members must maintain a minimum grade average of 70* in all classes.

*EXCEPTION: This requirement does not apply to a grade below 70 in a course designated as exempt from the No-Pass, No-Play rule.

INDIVIDUAL & CIVIC RESPONSIBILITY: All students must maintain an Individual & Civic Responsibility grade average of 90 each nine-week grading period. Individual & Civic Responsibility grades in all courses, including exempt courses, will be averaged together (A = 95; B = 85; C = 75; F = 65).

- A member who fails to meet the eligibility criteria listed in this section may be subject to probation or other consequence.

FAILURE TO MAINTAIN ACADEMIC STANDARDS

- **Eligibility:** All students will adhere to the UIL/RISD Eligibility Calendar.

OTHER REQUIREMENTS:

- All first-year members (Rookies) selected for the team in December must enroll in a spring semester Rookie class offered during the school day for which physical education credit is granted.
- Drill team members must enroll in a fall and spring semester drill team course offered during the school day.
- Students must meet practice requirements as listed on the second bullet under (PRACTICES) on page 4 and performance requirements as listed in separate paragraphs under (PERFORMANCES) on pages 4 and 5.

CONDITIONS OF ELIGIBILITY: When a Drill Team member becomes ineligible, he or she:

- Must attend class, work periods, and all practices as scheduled during the period of ineligibility unless specifically excused by the director.
- May not participate in any drill team performances.
- May not wear the team uniform to school the day of the performance/activity and may not wear the team uniform during the performance/activity.
- May not travel with the team and may not represent the team in any fashion.

CONTINUOUS MEMBERSHIP: Each drill team member is assured of a position during the year in which he or she is selected only if he/she maintains continuous enrollment **during** the school years involved. In the event that enrollment is not continuous, reinstatement and conditions of reinstatement are at the discretion of the director and principal.

REMOVAL:

- A drill team member who receives a second failing grade in any subsequent nine-week period will be removed from the team.
- Drill team members who are removed from the team may tryout the following year if they meet all eligibility requirements.

Conduct, Probationary Procedures & Removal

- Participation in dance team and other extracurricular activities is a privilege. Certain standards are necessary to maintain the integrity and reputation of any leading organization. Drill team members represent the school and district at all times. Each member must conduct him or herself in an exemplary manner at all times, whether during school, at a performance, or during leisure and social activities. The behavior, character, and personal appearance of each member should set a positive example for others at all times. Drill Team members should never be seen smoking, vaping, drinking alcohol, using any kind of illegal drug or other illegal substance, or engaging in any unlawful or prohibited activity.
- All members will adhere to the RISD Student Code of Conduct and Drug and Alcohol Guidelines.

PROBATION:

- Students who have received consequences due to violations in the Student Code of Conduct and/or Drug and Alcohol Guidelines will not receive additional consequences from the drill team except as provided in these guidelines.
- Members may be placed on probation for behavior that is considered “conduct unbecoming”. The period of probation is at the discretion of the sponsor and campus administration, not to exceed two weeks.
- Prior to a drill team member being placed on probation or removed from the team, he/she will be notified in writing in a timely manner of the reasons for the proposed action. A conference with the principal and the director will be offered to the parent and the student. The student will be given the opportunity to present his/her version of the events. A student or parent who is not satisfied with the outcome of the conference may contact the Fine Arts office to obtain information about any applicable grievance procedure.
- A drill team member who is on probation for disciplinary reasons will not be allowed to participate in any drill team performance during the probationary period.
- While on disciplinary probation, a drill team member is required to attend the performance and must sit with the director until the drill team is released.
- While on probation, a team member may not wear the team uniform to school the day of the game or to an activity.
- During probation, the drill team member must attend practice as scheduled.

DISCIPLINARY VIOLATIONS AND REMOVAL:

- A drill team member may receive demerits, lose performance privileges, be placed on probation, or removed from the team for violations of school and/or drill team guidelines or policies and procedures serious misconduct, or other conduct or actions that create disruption or interference with team operations.
- Removal from the team must be approved in advance by the sponsor, principal, and Executive Director of Fine Arts except as provided below.
- Drill team members who engage in conduct that results in expulsion will be removed automatically from the team.

Financial Commitment

All anticipated costs for drill team will be discussed at the student/parent orientation meetings prior to tryouts.

REQUIRED EXPENDITURES:

- Required expenditures for drill team shall not exceed \$850 per member per drill team school year, which does not include summer camp cost.
- Required expenditures for first semester Rookies shall not exceed \$200 during spring semester.

OPTIONAL EXPENDITURES: Expenses for trips, pictures, and social events are considered optional, as students are not required to participate.

Fundraising

- Drill team organizations and their parent booster groups may conduct fundraising events consistent with the RISD policies and guidelines. Funds may be used to pay for a recognition for the team, assist drill team members and/or their families, help the organization in purchasing additional items necessary for special events such as football season, competition season, spring show, etc.

Uniforms

- Drill team members must wear uniforms as designated by the director.
- A record will be kept of all RISD-provided uniforms and equipment issued to members.
- All items issued by RISD must be returned in good condition with normal wear and tear excepted.
- A drill team member will be assessed the replacement cost of items not returned, items with excessive abuse, and/or items that might be unusable or destroyed due to improper use.

Trips

- Drill teams may schedule an approved out-of-state trip every other year. All members who have completed the Rookie spring semester are eligible to go on the trip. Exceptions must be approved by the Executive Director of Fine Arts and the Area Assistant Superintendent.
- All trips will be completely voluntary for any member and the status of a member who chooses not to participate in a trip will not be affected in any way.

Appropriate Song Selection for Dance Ensembles

The RISD Athletic and Fine Arts Departments expects that all directors, sponsors, and staff will be mindful of appropriate content when selecting music to perform at public events. All music selections shall be appropriate for a school-aged audience. Song lyrics that portray questionable content shall not be used without advance approval of the campus administration prior to performance at any district or public event. This expectation applies to campus and off-campus performances.

Directors must consider the following filters when selecting songs or choreographing a routine:

- Any lyric or suggestive content referencing alcohol, drugs, or sexual content will not be allowed.
- Profanity of any kind will not be allowed. Bleeping or using the clean versions is

acceptable as long as the content and message is appropriate.

- Songs without lyrics may be used at each sponsors discretion. There is no approval process needed.
- Contact the campus principal and/or RISD Athletics or Fine Arts Department for guidance and approval if any question arises when selecting songs.
- Campus administration will have the final say in appropriate content and song selection