



HANDBOOK OF THE KELLER ISD DRILL TEAMS

ARTICLE I: Purpose

The purpose of the Keller ISD Drill Teams shall be to perform and entertain audiences through precision dances and to boost the morale and spirit of the school. The purpose shall also be to develop character, leadership, self-discipline, sportsmanship and individual responsibility in each member, while maintaining high standards.

ARTICLE II: The Audition Process

Section 1. Attendance:

A candidate must attend all tryout practice sessions absent extenuating circumstances. The Director(s) will determine in their sole discretion what constitutes an extenuating circumstance.

Section 2. Adjudication:

- A. The audition will be held on a date designated by the Director(s).
- B. The Director's evaluation will be based on the candidate's overall tryout and the team will be determined by the Director(s).
- C. Any and all extenuating circumstances will be determined by the Director.

Section 3. Audience:

Auditions are closed to spectators. All spectators must remain outside the building during auditions.

Section 4. Viewing the Score Sheet:

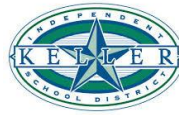
A candidate may elect to view his/her individual judge tryout score sheets following the audition. An appointment must be made with the administrator in charge of the audition. The candidate may only view his/her personal score sheets. The score sheets may not be copied, photographed, or removed from the Administrator's office absent extenuating circumstances.

ARTICLE III: Membership and Eligibility

Section 1. Anyone who meets the set qualifications will not be discriminated against based on the students of race, color, gender, disability, national origin, religion, family status, or sexual orientation.

Section 2. Prospective members shall be entering grades nine (9) through (12).

Section 3. Returning members will not be required to re-audition unless they failed two grading periods during the previous school year.



- Section 4. The term of membership shall be officially recognized as the time immediately following the audition through the following school year.
- Section 5. Team members must be enrolled in the designated (PE/Elective) class period for the fall and spring semesters of their membership year.
- Section 6. Members, pending eligibility status, will participate in all activities in which the organization is involved, whether it is practice, performance, fundraising, or school and community events.
- Section 7. Members may not leave any function for any reason other than illness, injury, or death in the family. The member may leave with a family member or relative only and the Director must be contacted prior to departure. A written note must be submitted to the Director which states that the student is leaving with a parent/guardian, what the reason is for departure, and that the district, campus, and staff are released of all responsibility for that student.
- Section 8. Summer camp is mandatory for all members. If members are absent during any portion of camp, that member will be placed on alternate status for the first football game performance. The student is responsible for all missed choreography.
- Section 9. Members must audition for every performance. Members who do not receive a dance position in a specific routine shall assume the role of dance alternate for that routine. This does not guarantee placement in the routine. Members who are unable to audition for a performance must notify the Director.
- Section 10. Members will purchase their practice clothing, and other necessary clothing as required. All personal obligations for uniform orders must be met by the date specified by the Director in order to retain performance privileges. Monies paid are non-refundable. Deadlines must be met throughout the year in order to maintain performance status.

ARTICLE IV: Grades

- Section 1. Academic Eligibility:
Dance/Drill Team Director(s) will conduct grade checks at the times designated by the official KISD Eligibility Calendar and Guidelines as set forth by the University Interscholastic League. Any member whose recorded grade average in any course at the time of an eligibility grade check is less than “70” will become ineligible to participate in any team event as set forth by the UIL eligibility calendar. Ineligible students must continue to fulfill fundraising requirements and practice requirements.
- Section 2. Academic Ineligibility (UIL Grade check):
 - First occurrence, member forfeits right for a leadership role for the following school year.
 - Second occurrence, member must re-audition for the team for the following school year.
 - Third occurrence, member is dismissed from the team. Member must wait a whole calendar year to re-audition for the team.



- Section 3. Citizenship Grades:
Members are expected to maintain a citizenship grade of “S” or higher in all classes for each grading periods. Unacceptable conduct grades will result in disciplinary action.

ARTICLE V: Attendance

- Section 1. Excused Absences:
The status of an absence or tardy will be determined by the Director(s). Drill/Dance Team members must limit their number of excused absences, as performance privileges may be revoked for excessive absences. Excused absences are those that are the result of:
- A. Personal illness, injury, or accident
 - B. Death in the family
 - C. Special school activities with advanced approval from the Director(s)
- Section 2. Unexcused Absences:
Absences for reasons other than those listed above will be unexcused. Work and doctor/dental appointments that are not the result of an emergency must not interfere with practice or performances and will be considered unexcused. Any unexcused absence can affect performance eligibility.
- Section 3. Expected Absence Procedures:
At least two weeks prior to an event and/or a practice, squad members must submit a written request for an expected absence. Two weeks’ notice is considered procedure and a courtesy to the Director; it does not excuse an absence.
- Section 4. Injury or Illness:
Members who suffer injuries or illness must consult a doctor and/or trainer within 24 hours. If an injury or illness hinders or limits a member’s performance and/or practice capabilities, that member will be required to provide a doctor’s/trainer’s note outlining the specific limitations. The Director(s) reserves the right to place the member as an alternate if the member is unable to perform to the best of his/her ability. The injured member will continue to dress out, assume all normal responsibilities and attend all practices.
- Section 5. Failure to comply with absence policies, chronic absences, falsifying reasons for absences, or trancies/unexcused absences will result in forfeiture of a performance, suspension, or dismissal.

ARTICLE VI: Rehearsal Sessions & Class Requirements

- Section 1. All practice sessions are mandatory for all members.
- Section 2. Members must arrive on time to rehearsal sessions, wear specific practice attire and stay until dismissed by the Director(s).



- Section 3. All tutorials, make-up tests, etc. shall not be scheduled during a rehearsal or class session.
- Section 4. Saturday and other extra rehearsals may be held throughout the year. Members will be notified at least two weeks in advance.
- Section 5. Gum, food, and jewelry are not allowed in practice.

ARTICLE VII: Performance Auditions

- Section 1. A routine evaluation will take place prior to all performances or at the Director's discretion. A member unable to meet the standards set for a performance will be an alternate. The Director(s) will make the final decision concerning the evaluation. If a member is absent during the routine evaluation, she will become an alternate for that performance.
- Section 2. Required Performances include all pep-rallies, football games (including post season games), 2-4 basketball games, 2-4 competitions, and other special performances.
- Section 3. All non-required performances are optional, and any expenses incurred are the responsibility of the individual member. This includes solos, duets, trios, ensembles, and personal performance invitations (example: Macy's Parade, Citrus Bowl, etc.).

ARTICLE VIII: Uniforms and Equipment

- Section 1. Members will be supplied Keller ISD uniform pieces. The member is responsible for the upkeep of each item listed and will be held financially responsible for the item if damaged or lost.
- Section 2. Members are responsible for purchasing workout uniforms and other necessary clothing and accessories. All personal items must be labeled with the member's name.
- Section 3. Members will appear at designated activities with designated uniforms and must wear all parts of designated uniforms while at an event/performance.
- Section 4. Uniforms will not be worn anywhere other than schedule events. The Director(s) must approve the use of any part of the uniform, clothing and supplies.
- Section 5. All Dance/Drill Team clothing, uniforms, jackets, etc. are to be worn by current drill team members only.
- Section 6. Rehearsal attire/uniforms are to be clean, in good condition, and fit properly before each practice and/or performance



ARTICLE IX: Transportation and Travel

Section 1. All members are required to ride to and from all activities by bus unless extenuating circumstances occur, which require approval from the Director(s).

ARTICLE X: Finances and Fundraising

Section 1. Financial Obligations:
Failure to make timely payments will result in loss of performance opportunities.

Section 2. Fundraising:
The Director(s) will organize fundraisers to help defray team expenses. Members will be required to participate in team fundraisers. Parents will be strongly encouraged to participate in team fundraisers. Financial credit will only be given to members who fulfill the fundraiser's requirements. Opportunities for each member to raise additional funds to offset personal costs will be made available when possible.

Section 6. If a member resigns, is dismissed, or graduates prior to the utilization of funds earned through fundraising, she/he will forfeit the profit money and it will become a part of the booster club general fund account. Individual refunds from fundraising will not be made.

Section 7. Insufficient Funds

- A. If a check is returned insufficient, it will be the team member's responsibility to pay any necessary bank charges by cash or money order.
- B. Returned checks will be handled in one of two ways:
 1. Only a cashier's check will be accepted for future payments after the receipt of a returned check.
 2. If it is a fund-raising event, it is the member's responsibility to collect the funds due or the amount due will be deducted from his/her personal profits.

ARTICLE XI: General Conduct

Section 1. All Dance/Drill Team members will abide by the Keller ISD Extra Curricular Code of Conduct, campus Student Handbook, and the Keller ISD Drill Team Handbook. Students must also follow the written and oral directives of all KISD employees.

Section 2. Keller ISD rules will be strictly applied whenever the team is officially representing Keller ISD, while attending a school-sponsored activity, or while on a school sponsored trip.



ARTICLE XII: Suspension, Dismissal, Resignation

- Section 1. Suspension
Any suspension required based on the UIL rules or the KISD Extra Curricular Code of Conduct are controlled by those documents.
- Section 2. Dismissal
The final decision of dismissal will be made by the Athletic Director. Dismissal involves the loss of membership from the Drill Team organization. All equipment and uniforms must be returned, and all financial obligations must be cleared within one week of dismissal. No refunds will be made.
- Section 3. Resignation or Electing Not To Return.
Resignation shall be defined as a choice made by the individual member that she/he no longer desires participation in the Dance/Drill Team organization. Resignation procedures involve a conference with the Director(s) and a letter of resignation from the resigning member, signed and dated with the parent/guardian signature if the student is not yet 18 years old. All uniforms, clothing, and equipment must be turned in and financial obligations must be cleared at the time of resignation. The member will be held financially responsible for any and all items already ordered. No refunds will be made.
- Section 4. In the event of dismissal or resignation during mid-semester, the student will be assigned to a P.E. course for the remainder of the semester.

ARTICLE XIII: Disciplinary System

- Section 1. A record of disciplinary offense(s) will be kept at the Director's discretion and will result in disciplinary action as deemed necessary by the Director(s).
- Section 2. Disciplinary action may include, but are not limited to, loss of performance opportunity, or acts of service.
- Section 3. Officers may be utilized to monitor team behavior and to provide record for the Director(s).

ARTICLE XIV: Veto/Interpretation Clause

The interpretation of this handbook shall be determined by the Director, the Principal, and the Athletic Director. Together, they may interpret and utilize the handbook in the best interest of the organization, the campus, and the school district. This handbook is designed and utilized with the intent to be a basic operating instrument and is not intended to cover every possible scenario.