

# Lee Dance/Drill Team Guidelines

I am looking forward to a positive and successful year. In order to create this environment, every Dance/Drill team member will be expected to comply with the following guidelines.

## I. PRACTICES

1. You must be in your designated practice attire. (Every Dance/Drill team member, regardless of eligibility, must be dressed appropriately at practice). You must be dressed and ready for practice (shoes on, hair in a ponytail, jewelry off) by the time practice begins.
2. If you lose or ruin any part of your practice uniform, you will be responsible for replacing it by purchasing a new one including the shipping fees. **You will receive demerits until it is replaced.**
3. Make sure you put your name in all of your practice clothes & be responsible.
4. Hair should ALWAYS be in a HIGH ponytail. No extra head wear/accessories.
5. You may NEVER wear ANY jewelry to practice. (Nothing should be on your wrists – not even hair ties) If your ponytail holder falls out & your hair is not secure, **you will receive a demerit.**
6. NO GUM at practice.
7. Tattoos should be covered with tattoo makeup **AT ALL TIMES.** If visible, **you will receive a demerit.**
8. At no time, unless specified by the director, may a member practice without shoes.
9. Arrive **EARLY**. You will do a set of “Lee-ette Conditioning Sets” for every minute you are late and you will receive a demerit along with the sets.
10. No eating or gum chewing is allowed at practice. Only WATER is allowed in the studio. (NO starbucks, sonic, bill millers drinks, food, etc.)
11. You will only be allowed to stop for drinks at designated water breaks.
12. No sitting at practices. You will NEVER sit, lean up against the wall, “stretch “sitting down during practice (this includes water breaks) unless the director says otherwise.
13. You may NOT use cell phones at practice or at any other Lee-ette activity. Ringers should be OFF (NOT on vibrate) and your cell phone should not be out during water breaks, etc. If a ringer, notification, or alarm goes off, **you will receive a demerit.**
14. No talking when you should be listening and no talking when someone is performing.
15. You should NEVER be talking when the dance director or officers are giving instructions.
16. Stay in line and be ready for your turn when performing skills across the floor. If you are not ready due to talking or being off task, it will result in wasting valuable time.
17. School practices will be closed to the public. Do not invite family, siblings, boyfriends, friends, etc. to come and watch. (This also includes our Father Daughter Dance AND Senior Mom Dance)
18. At no time during practice, may you talk to anyone other than your director and other team members.
19. Do not leave your belongings in the dance studio or outside of the cubbies. If left until the end of the week you will more than likely lose it. Be responsible.
20. Pick up all trash from the Lee-ette Studio and locker room before leaving. Be respectful to our BEAUTIFUL FACILITY. Mrs. Alanis, officers, or custodians should NEVER clean up after you!
21. You are always expected to give 110%. If there is any reason why you are unable to do this, (i.e. Injury, illness, etc.), you must bring a note from your parent explaining the

- problem before practice begins and you will be removing yourself from the upcoming performance(s).
22. In order to be excused from a specific activity for a prolonged period of time, you will be required to give your director a doctor's note specifying the prohibited activity and the anticipated date of return to regular activity.
  23. Depending on the restrictions of the injury and the length of the restricted behavior, this may result in removal from competition, performances, and other activities.
  24. Anyone who is disruptive or disrespectful during practice will be asked to leave and receive automatic spirit probation. If this happens twice, then you will be removed from the team. (Remember you are expected to be respectful to not only your dance director, but also all Lee H.S. faculty members, your officers, and fellow teammates).
  25. Feel free to offer your own opinions and suggestions only when given the opportunity.

## II. ABSENCES

### A. SUMMER PRACTICES

1. All summer vacations should be scheduled around your summer practice schedule.
2. Mandatory school practices will resume July 29<sup>th</sup>. Beginning July 29<sup>th</sup> all practices are **MANDATORY**. Vacations will not be considered excused. For each absence incurred, you will be removing yourself from a performance or performances at the beginning of the year.
3. Summer School will be handled on an individual basis, but it must be cleared with Mrs. Alanis **before** summer school begins. Dance/Drill team members will not be allowed to miss camp to attend summer school.
4. **\*\*\*Anyone that misses any one of these mandatory camp dates for whatever reason will be taken out of the first 4 team performances. You will still be expected to attend all performances in uniform. If you do not, you will receive demerits and add on number of performances that you will not be in.**
5. **Pre-camp practices and summer events/ practices are ALSO MANDATORY (Ex: June pre-camp practices, Lee-ette School, August practices, etc.) For each day a member does not attend a summer practice in June OR August will be removed from additional performances including but not limited to the first couple team performances and Lee-esta Pep Rally routine which is taught during the MANDATORY Dance Intensity.\*\*\***
6. **RUBIES & DARLINGS WILL PRACTICE THE ENTIRE MONTH OF AUGUST INCLUDING WEEKENDS. PLEASE KEEP ALL OF AUGUST OPEN AND ONLY USE THE MONTH OF JULY FOR FAMILY VACATIONS/ OUT OF TOWN TRIPS.**
  - **June= Camp & Summer Pre-Camp Practices**
  - **July= OFF (Summer Break)**
  - **August= Back to practice FULL FORCE until school starts (August Calendars will be distributed in the month of June)**

### B. SCHOOL YEAR

1. If you are going to be absent, you must follow two steps in order for the absence to be excused.
  - ❖ Step One - A **student** needs to call the **spirit office at (210) 356-0873** or **email the director at [calani@neisd.net](mailto:calani@neisd.net)** BEFORE practice begins. The Spirit Office answering machine is available 24 hours a day.
  - ❖ Step Two – A **parent** note with a signature, date and phone number to excuse the absence is due the day you return.

2. If you leave during the school day, you still must notify the director before practice begins.
3. Even if you are absent from school, you must still follow the two steps listed above in order for the absence to be excused.
4. EXCUSED ABSENCES include:
  - ❖ Personal illness or accident
  - ❖ Funeral or death in the family
  - ❖ Special school activities which are approved in advance by the director
  - ❖ Religious holidays
  - ❖ Weddings in the immediate family.

\*Absences for other reasons will be considered unexcused absences.  
 \*All appointments (i.e. doctors, dentists, tutoring, etc.) need to be scheduled around practice time. These appointments are not considered excused absences.  
 \*Work is NOT an excused absence.  
 \*Remember: OUT OF TOWN TRIPS EXCEPT FOR WEDDINGS IN THE IMMEDIATE FAMILY AND FUNERALS OR A DEATH IN THE FAMILY ARE NOT CONSIDERED EXCUSED ABSENCES.
5. If you have one absence per week, you will not be allowed to perform at that week's performance/game.
6. All Varsity Dance and JV Drill Team members will have MANDATORY morning Band practices every Thursday, Friday or Saturday (depending on game day) during football season on the LEE Football Field beginning at 6:45AM. **Anyone that is tardy and/or is absent from any one of these mandatory morning Band practices for whatever reason will receive demerits and will be taken out of performance(s)! YOUR TEAM is counting on you, so please make arrangements to be ON TIME AND PRESENT TO EVERY morning band rehearsal.**
7. If you are not present or on time for spirit walk out, then you are automatically pulled from that week's performance/game.
8. During competition season, excessive absences may result in removal from the competition routine. (Excused or unexcused).
9. If you are absent from the Mandatory One Singular Sensation show(s) you will be pulled from that specific routine.
10. Extra practices for competition may be called as needed (i.e. weekends, holidays, etc.) Absences from these practices, including excused absences, may result in removal from the competition routine.
11. UNEXCUSED ABSENCES from any game or activity will result in the following:
  - ❖ Being pulled from a performance/game.
  - ❖ 3 demerits
  - ❖ Assigned community service/extra assignments from the Director
  - ❖ If an unexcused absence occurs at a competition, then the individual will be removed from ALL competition routines and placed on automatic probation.

### III. UNIFORMS

1. No PDA (public display of affection) while in any part of your uniform (including jackets) or in Lee-ette practice clothes.
2. No nail polish while in uniform or at any Lee-ette function.
3. No chewing gum while in uniform, at practice or at any Lee-ette function.
4. At all games and performances, every member must have their hair done the way Mrs. Alanis designates. (It will vary from time to time, depending on style of routine).

5. On game days only one ring, watch and “spirit” jewelry is allowed. If any team member is wearing any other sort of jewelry (hoops, charm bracelets, silver/ gold necklaces, etc.) **they will receive demerits.**
6. At no time may you wear uniform “pieces.” You will wear either a complete uniform, or no uniform at all (this includes shoes – no flip flops, other shoes, etc.)
7. You must always be fully dressed while in uniform (completely zipped, buttoned, etc.)
8. The team will look uniformed at ALL times. (For Ex: Do not wear your cover-up jacket if the rest of the team is not.)
9. If you are wearing the wrong uniform or are missing a uniform part, you will not be allowed to perform. We will not change performance attire plans because of your irresponsibility.
10. Uniforms may only be worn to school sanctioned events approved by Mrs. Alanis. Do not wear them to public places. (After football games, please do NOT wear any piece of your uniform out to eat).
11. **Make sure you change before going out after games/performances.** - Do not change on the bus! Putting on a cover-up over your uniform is NOT acceptable.
12. Take care of your uniform, if you lose or ruin any piece of your uniform, YOU must purchase a replacement at your own expense.
13. Uniforms will be turned in preceding tryouts for the new school year. All uniforms must be cleaned and in good condition at the time of turn in. If not, you will be charged the fee to replace or fix the uniform or piece.
14. If you quit or are removed from the team/ routine, you must return your uniforms IMMEDIATELY.
15. Remember, when you are in uniform, you represent the school and all of LEE High School Spirit Groups. Act like a lady, and be a good role model for ALL.

#### IV. GAMES/PERFORMANCES

1. Be fully dressed in your complete uniform when you arrive for a game or performance roll call time. If you are missing any piece of your uniform (accessories included) you will be taken out of that performance. Extra pieces from the closet will not be given to you because of YOUR irresponsibility.
2. **Only spirit members are allowed in the Lee-ette Dance Studio prior to spirit walk out lines and games. Be respectful that this is the time where every spirit member needs to get mentally and physically ready without any distractions. Do not invite parents, family, boyfriends, friends, etc. to join you in the dance studio. (If there is an emergency, then the Dance Director needs to be notified). Spirit chaperones will need to meet at the send-off location. NOT taking pictures of the Lee-ettes and helping them get ready. At NO time should a parent (female OR not) be in the locker rooms or changing facilities of the LEE-ETTES.**
3. Only bring your Dance/Drill team red bag to games. Everything you bring must be kept in your bag. Be careful with bringing valuables to games. They are not needed!
4. During the entire football game, you are not allowed to socialize with the fans or family. While you are in the stands you need to be standing at attention, performing stand routines, and cheering on the team to victory.
5. If you need to use the restroom, you need to do so BEFORE the game starts. Permission must be obtained from MRS. ALANIS **ONLY**, NOT THE OFFICERS OR PARENTS chaperoning at the game.
6. The use of cell phones at all games is prohibited at performances, camps, competitions, etc. Ringers should always be OFF, NOT on vibrate and your cell phone should be put away. Phones will be picked up immediately if they are out of your bag or in use.

7. NO FOOD or eating is allowed in the stands. **Demerits will be issued if this happens.**
8. You MAY NOT socialize with anyone other than spirit group members, your director, or chaperones. (Not even your parents. If they need you, they need to see me.)
9. You are required to ride the bus to and from events. Any exceptions must be cleared in writing **24 hours prior** to the event.
10. No talking or moving while the National Anthem, the Moment of Silence, school songs, etc. are being conducted.
11. When the players come out to take the field/court or leave the field/court (during warm-up, at the beginning of a game, half time, the end of the game, etc.) you need to stand up, cheer, and stop any talking.
12. Remember, your job at games is to perform during halftimes and most importantly cheer the team on, not to socialize with each other. Excessive talking will result in demerits.
13. Remember to always show enthusiasm while performing. Always smile and be spirited, even on the sidelines. You are the school's spirit leaders.
14. If your behavior does not meet the expectations of the dance director, you may be pulled from performances/games.

## V. COMPETITION

A. Every member of the Dance/Drill team is required to take part in competition.

B. Attendance at designated competitions is mandatory for every team member. If an unexcused absence occurs at a competition, then the individual will be removed from ALL competition routines and placed on automatic spirit probation.

### C. *Competition Routines*

1. At the discretion of the dance director, the following scenarios for competition may happen in any given year:
  - Separate competition routines for both Dance and Drill teams. (Dance team would compete with 3 different routines & Drill team would compete with 3 different routines).
  - For Dance and/or Drill Team: Have tryouts/cuts for one or all competition routines.
2. All formations will ALWAYS be based on skill, technique, and effort.
3. At least 3-4 routines will be entered for competition.
4. If there happens to be competition alternates, they will be required to attend all practices and attend and pay for all competitions.
5. During the competition season, excessive absences (including excessive excused absences) may result in removal from some or ALL competition routines.
6. Extra practices for competition may be called as needed (i.e. weekends, holidays, etc.). Absences from these practices, even excused absences, may result in removal from some or ALL competition routines.
7. If a member is placed on either academic or spirit probation, it may cause her to be removed from competition.
8. If inappropriate behavior occurs (in and out of school, social media, etc.) during practice or academic classes, then this may cause removal from competition as well.
9. In order to maintain your position for competition, all payments must be made on time.
10. The decision on whether or not to fill a position for competition with an alternate will be based on the discretion of the dance director ONLY.

11. If it is deemed by the dance director that an alternate is needed to fill a position for competition, the decision of who will fill that position will be made by the dance director ONLY.
12. At the discretion of the dance director, the following scenarios for selected competitions may happen in any given year and may be changed at any time during the school year.

### **C. Competition Trips**

1. If you are ineligible during the time of the trip, you will not be able to take part in the trip, and you will not receive a refund for any payments that have been made.
2. If you quit, move, or are removed for the team, then you will be removed from the trip without a refund.
3. If you are removed from the competition routine or routines for disciplinary reasons, then you will be removed from the trip without a refund. This includes absences from mandatory competition practices, such as holiday practices, weekend practices, and emergency-unscheduled practices.
4. There will be no refunds for trips for **any reason** unless the district states that we can no longer take our trip due to world events. At that time, we will try to get as much money back as possible, but no full refund is guaranteed.
5. Chaperones for competition trips will be chosen by the Dance Director ONLY.
6. Anyone not attending the trip as an official chaperone and part of the official school travel group will need to plan separate transportation, book a separate flight and stay at a separate hotel. They will only be permitted to visit with the group while they are at the competition site. All other outings and activities (including airports, meals, parks, shopping, etc.), will only be attended by members of the official Travel Group.
7. While at competition, both teams must always sit together. No one else is permitted to sit with the group except for official trip group chaperones.

### **VI. DANCE STUDIO TEAMS/ ALL-STAR GROUPS**

- A. Lee H.S. Dance/Drill team must take precedence over all other dance studio events. If a Dance/Drill team member misses any Lee Dance/Drill team activity because of her/his involvement on a dance studio team/ All-Star group/ or separate dance performance group, then she/he may be removed from a performance and possibly the team.

### **VII. FINANCIAL OBLIGATIONS/RESPONSIBILITIES**

1. You will not perform until all obligations are paid or kept up.
2. You will not receive merchandise until it is paid for.
3. You cannot skip over payments. All payments must be paid in order. (Ex: You cannot pay for your Day Uniform if camp and practice wear still has not been paid)
4. No money for extra trips and events will be accepted until accounts are up to date or cleared.
5. You WILL NOT be reimbursed for any amount of money if your daughter quits or is removed from the team.
6. Any money that you have in your individual account CANNOT BE TRANSFERRED to other organizations on campus.
7. Any extra money fundraised MUST stay in the school account.
8. Any money that you have left in your individual account at the end of the year will remain in the Dance/Drill team account. If you are a senior or you do not return to the team, then your money will be put into the general fund account. If you return to the team, your individual money returns to the team with you.

9. All Spirit members must have a zero balance within spirit groups in order to be eligible for tryouts and/ or graduation.
10. Regardless of dismissal, probation and/or you decide to quit you will be responsible for clearing your account at \$0. If you do not pay it off, this balance will stay with you under your name until your senior year. If you do not pay it off you will not be allowed to walk the stage at graduation.

## VIII. FUNDRAISING

1. Everyone is required to participate when the profits go to the general fund.
2. Any Dance/Drill team member who do not meet the specified quota, will be required to make a monetary donation to the general fund for the amount not fundraised.
3. Turn in money on time. You must pay for lost items.

## IX. GRADES

### A. Overall:

1. You must keep all grades over a 70 average. Failure to do so will result in academic probation for 9 weeks. If you are passing by the three-week progress report time, you will no longer be on probation.
2. While on academic probation, you will be required to attend all practices, but you may not perform, attend events with the squad, wear your uniform, etc.
3. Two academic probations may cause you to be dismissed from the team.

B. Grading Policy for Dance/Drill Class- You will be required to be in the assigned Dance/Drill team class periods. Your average will be based on the following breakdown:

- \*\* 25% Dress Out
- \*\* 25% Written Assignments/ Projects
- \*\* 25% Skills Tests/ Performances
- \*\* 25% Daily Work (Handouts & Costume/ Uniform Turn In)

## X. PROBATION/DISMISSAL

1. Demerits and merits will be enforced.
2. If you receive 5 demerits, then you will be placed on spirit probation for 15 school days.  
While on Spirit Probation:
  - ❖ You will be required to attend all practices and events, but you will not be allowed to perform.
  - ❖ No talking is permitted at events/games/activities while a Dance/Drill team member is on spirit probation.
3. For some offenses, you may be placed on automatic spirit probation. This means you will serve the time on spirit probation no matter how many merits you have accumulated.
4. Two spirit probations will dismiss you from the team.
5. Two academic probations may cause you to be dismissed from the team.
6. If you are placed on academic probation or a combination of academic and spirit probation 3 times, then you will be removed from the team.
7. Accumulating 10 demerits will dismiss you from the team.
8. Members receiving 10 demerits for one violation may not use merits to prevent dismissal from the team.

9. Pre-season/Summer demerits will affect beginning of the year performances.
10. A list of merits/demerits is attached. Demerits will also be given for violating the guidelines specified in this packet.

\*\*Remember being a Dance/Drill team member puts you in the spotlight; especially since we are the "Spirit" of Lee High School. People WILL notice your behavior. Always be polite and behave in a manner that would make Lee proud. I am looking forward to a wonderful year. Remember, my door is always open if you need anything.

## **XI. PERSONAL HYGIENE EXPECTATIONS**

One of the most effective ways we have to protect ourselves and others from illness is good personal hygiene. This means washing your hands, especially, but also your body. It means being careful not cough or sneeze on others, cleaning things that you touch if you are not well, putting items such as tissues (that may have germs) into a trash can. Being in an active performance group like Leeettes you must always remember to:

1. Wash hands with soap and water (sing the "Happy Birthday" song 2 X)
2. Dry hands with a clean paper towel or a hot air dryer
3. Use deodorant, body spray, perfume, etc.
4. Shower and wash hair regularly
5. If you don't have a tissue, cough or sneeze into your upper sleeve or elbow, not your hands
6. **DON'T BORROW HAIR BRUSHES, MASCARA, LIPSTICK, DEODERANT, ETC. EVER!!!!!!**

## **MAJOR DEMERIT OFFENSES**

1-3 Demerits	Failure to fulfill assignments or instructions given by the coach/director.
5 Demerits	Disrespect or insubordination to the officers or other team members
7 Demerits	Disrespect or insubordination to the coach/director
1 Demerit	After school Detention
3 Demerits (per day)	ISS I/Suspension (Coach's/Director's discretion based on the circumstances) Merits CANNOT be used to erase
10 Demerits	ISS II/Suspension (Coach's/Director's discretion based on the circumstances) Merits CANNOT be used to erase
1-10 Demerits	Failure to uphold the standards of NEISD, Lee High School, and Lee-ette Spirit Groups. (This includes: appearance, attitude, and behavior as it reflects the member, her team, spirit groups, and Lee. This would include such items as lewd behavior, body piercing, tattoos (not allowed anywhere on the body as a member of spirit groups), inappropriate behavior outside of school, unwillingness to conform to the traditional values and morals set forth by NEISD, etc.)

\*A member accumulating 10 or more demerits in a semester will be dismissed from the team.

\*A member accumulating 5 demerits will be placed on spirit probation.

\*A member placed on spirit probation twice will be removed from the organization.

\*Merit/Demerit accumulations will be for one semester.

\*Summer Demerits will affect beginning of the year performances.

\*Consequences for breaking the law are outlined in the student code of conduct issued by NEISD.

\*Consequences for placement in SRC or any alternative school are outlined in the student code of conduct issued by NEISD.

**\*Make smart choices. You are part of a team!! EARN MERITS BEFORE DEMERITS ARE GIVEN!!!**

REMEMBER MEMBERSHIP IN EXTRA-CURRICULAR ACTIVITIES IS A PRIVILEGE. SINCE THESE STUDENTS ARE VIEWED AS ROLE MODELS FOR THE SCHOOL, THEY MAY BE HELD TO A HIGHER STANDARD OF BEHAVIOR THAN OTHER STUDENTS AT LEE HIGH SCHOOL.

# LEE DANCE/DRILL TEAM GUIDELINES AGREEMENT

PLEASE READ AND SIGN BELOW. TURN IN TO DIRECTOR ON SPECIFIED DATE.

Please sign and turn in to Mrs. Alanis at the beginning of your organization's class period. A 10-point per day deduction will be incurred if not turned in on time. Failure to turn in a signed copy of the syllabus will result in a zero, and you will still be held to all requirements and policies outlined.

\*\*\*\*\*

**I have read and understood the Lee Dance/Drill Team Guidelines. I will accept all consequences if I fail to follow the listed guidelines.**

**Students' Name:** \_\_\_\_\_

**Spirit Group:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_