



Department of Fine Arts



HIGH SCHOOL
DANCE TEAM GUIDELINES

reviewed 8/23

Dance Team Guidelines

Purpose

The Katy ISD Dance Team Guidelines provides procedures and standards that governs all high school dance team programs. The information provided explains qualifications and responsibilities for high school dance team. Additional campus dance team constitutions and/or by-laws, as noted in this document, are created and published by each campus. All students and parents are responsible for familiarizing themselves with the contents of this document and must complete and return the enclosed Signature Form according to the deadline communicated by each campus.

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The contents of this handbook are not contractual, and do not give rise to a claim of breach of contract against Katy Independent School District. Furthermore, the contents of this handbook apply to all students of the district, as the contents now appear in the handbook or may be amended in the future.

Tryout Qualifications

- 1. Residency:** Candidates should reside within the attendance boundaries of the campus they are trying out for. Residency and student transfer information will be confirmed at the campus prior to tryouts to determine eligibility. When a new campus is scheduled to open, students should try out for the school they will be attending in the fall.
- 2. Grade Level:**
 - Varsity – Open to students in 9th - 11th grade students.
 - Junior Varsity – Campus based decision.
 - UIL maximum age requirements are in effect.
- 3. Academic Standing:**
 - Candidates must have a cumulative **2.00 GPA** that is calculated using all six-week averages of current school year, prior to tryouts.
 - Candidates must earn 5.0 academic credits at the end of the tryout year in order to assume their position on the team.
- 4. School Behavior:** Candidates may not have received any of the following during the school year:
 - Two or more Level III disciplinary infractions.
 - Placement in OSS or OAC.
 - Any Level IV/Level V disciplinary infraction.
- 5. Physical Examination:**

Candidates must submit a “Preparticipation Physical Evaluation” signed by a licensed physician. The due date for this form will be established by the campus and must be turned in by that date to tryout. Preparticipation forms turned in during the current school year for other activities will fulfill this requirement.
- 6. Participation in Pre-Tryout Clinic:**

Candidates should attend each day of the pre-tryout clinic to help them prepare for tryouts. Clinic details will be established by each campus. During the clinic, each campus will specify the activities to be performed at tryouts.
- 7. Parent Meeting:**

In order to be eligible for tryouts, each candidate and their parents/guardian must attend the mandatory orientation meeting to discuss the selection process and dance team responsibilities. Any parent/guardian who is unable to attend this meeting must contact the director(s) prior to the date of the meeting to receive the information for their student to be able to participate in the tryouts.

8. **Forms:** All required forms are due prior to tryouts. Required forms include, but are not limited to: Preparticipation Physical Evaluation, Regular Extracurricular Travel and Consent to Emergency Treatment of Student, etc.

Selection Process

High school dance team member selection is done by at least 3 impartial judges who observe the candidates in a series of activities performed in a single session.

1. **Tryout Format:** The tryout process is organized and facilitated by the dance team director(s). In addition to the judges, the director(s), seniors/senior officers and designated faculty members may be present in the tryout room.
 - Tryouts are closed to all spectators.
 - At least one campus administrator must be present to observe the selection process.
 - During the tryouts, each judge will assign points based on candidate demonstration of dance skills and showmanship. The scoring template for each campus will be distributed to candidates at that school prior to tryouts.
 - Candidates are assigned numbers prior to tryouts. During the judging and tabulation of scores students are referred to by number only.
 - Current members of the dance team should refer to their campus constitution for selection process criteria.
 - The required uniform for tryouts will be specified by the campus and published in advance.
 - Candidates and/or any person acting as a representative on their behalf are prohibited from having any form of communication or personal contact with any judges before, during, or after the tryout process. Violation of this guideline will result in the immediate removal of the candidate from the process and/or team if candidate had been selected. Judges are instructed to report any incident of this activity to the campus administrator.
 - Students moving to Katy ISD after the selection process may tryout before the dance team director(s) with a letter of recommendation from the student's previous director.
2. **Tabulation of Results:**
 - Each judge will score each candidate's performance using a numeric scale.
 - The judges' decision is final.
 - Each campus will establish how tryout results will be communicated to candidates.
 - Appeals for any component of the tryout process, including final results, must take place at the campus level. Grounds for appeal may be made in reference to mathematical calculations or procedural impropriety only. Appeals must occur within five (5) school days and during normal school business hours once final results have been announced.
 - Appeal results/decision will be final at the campus level.
3. **Size of Team and Special Positions:**
 - **Size of Team** - Based on try-out scores as determined by the campus.
 - **Officers** – The campus will publish information regarding selection and responsibilities of officers.

Loss of position at any time will result in the forfeit of any allocated or expended funds.

Responsibilities of Dance Team Members/Parents/Guardians

Time Commitment: Dance Team is time consuming and it is the responsibility of every member to be present at each activity, and perform to the best of his/her ability. Before scheduling out of school activities, such as studio dance carefully evaluate the time demands of schoolwork and dance team. The consequences for not meeting responsibilities are assumed at the time of selection.

1. **Activities:** Dance Team Members will attend the events specified by their campus. Failure to attend required activities may result in suspension or dismissal from the team.
2. **Practice:** All activities related to practice (number of practices, time/location of practices, etc.) are determined by the director(s) and the campus. This includes camp dates and all summer practices.
3. **Attendance:** Attendance at assigned events is required. If a dance team member is unable to attend an assigned activity, the director must be notified in advance of the absence with written verification provided. Consequences for missing required events/practices will be established by the campus. All members are to travel to some required/assigned events in Katy ISD provided transportation.
4. **Cost to Families:** Maximum required expenditures shall not exceed \$900.00. This amount includes summer camp expenses. Payment due dates are established by each campus. Failure to meet required financial responsibilities will result in removal from the team.
5. **Academics and Behavior:** Dance Team Members are expected to maintain high standards in academic performance, behavior and to serve as positive role models for the student body. Members who do not meet these standards are subject to school disciplinary consequences and/or dance team consequences including suspension and/or dismissal.
6. **Responsibilities of Dance Team Member:**
 - Follow all rules and regulations outlined in the Discipline Management Plan and Student Code of Conduct.
 - Adhere to appropriate rules, regulations, and established higher standards of behavior.
 - Cooperate with the director and administration in investigations involving disciplinary infractions.
 - Exhibit an attitude of respect toward individuals and property by conducting oneself in a responsible manner.
 - Serve as an appropriate role model for other students.
 - Maintain required standards of academic performance.
 - Arrive prepared and on time for all practices and performances.
 - Exhibit proper and appropriate wear of uniform and/or practice apparel whenever worn and as directed by the director.
 - Fulfill all financial responsibilities as required by membership on the team. Any financial concerns should be addressed with the director and/or campus principal.

7. **Responsibilities of Parents:**

- Stay informed of the rules, regulations, and procedures that are applicable to the extracurricular organization.
- When student participation in certain activities is considered “optional” by the director and/or principal, parents may be responsible for providing/arranging transportation to and from the event.
- Pick up students on time after practice and events.
- Attend parent meetings.
- Cooperate with school administrators/director in establishing and maintaining a quality organization.
- Submit any concerns, ideas for improvement, and/or guidelines/procedural changes in writing directly to the director.
- Encourage student adherence to established rules, regulations and procedures.
- Ensure fulfillment of all financial responsibilities required of the student as a member of the dance team. Any financial concerns should be addressed with the director and/or campus principal.

Discipline and Consequences

1. **Standards:** Students involved in extra-curricular activities are expected to maintain high standards of ethical conduct. Extra-curricular participation is a privilege and not a right. Any misconduct that reflects negatively on Katy ISD, the campus or program may fall under these outlined consequences. The outlined consequences and demerit/merit system is intended to deal with misconduct that occurs within the school's jurisdiction.
2. **Code of Conduct for Students Involved in Extracurricular Activities:**
All students are expected to adhere to the Katy ISD Student Code of Conduct. Members who violate the District's Discipline Management Plan and Student Code of Conduct will be assigned appropriate school disciplinary consequences for the infraction. Disciplinary infractions may also result in a student's dismissal from the team or limited participation.
3. **Short-Term Restrictions:** Campuses may assign short term (1-3 week) restriction(s) due to any of the following: poor academic performance, inappropriate behavior, or failure to fulfill published responsibilities as outlined in campus constitutions.
4. **Academic Probation/Ineligibility:** A member who receives a grade lower than 70 on a report card will be placed on probation/ineligibility for at least three weeks. Specific dates for regaining academic eligibility are contained in the TEA/UII Academic Eligibility Calendar.
 - **Exception:** Advanced Courses as designated by the Texas Education Agency and identified by Katy ISD are exempted from the “No Pass, No Play” policy.
5. **Suspension/Dismissal for behavior:** Dance Team Members will be given due process. Since dance team is an extracurricular activity the principal's decision is final. For a given instance of misconduct, a member can:
 - Receive dance team consequences (demerits, suspension, dismissal).
 - Receive school consequences (detentions, ISS, OSS, assignment to a DAEP/JJAEP).
 - Receive a combination of both.

6. **Suspension Definition:** A member who is suspended from the team is not permitted to perform at any event, or wear uniforms/uniform components/accessories at any time during the period of suspension. Students on suspension are required to attend practice. Students on suspension may not attend any overnight trips.

Actions which can lead to suspension:

- **Conduct Grade:** A member who receives a second “N” in conduct for the same class or for another class will be suspended from the team for the duration of three weeks.
- **Demerits:** All Katy ISD Dance Team Members will follow the districts demerit/merit system. The accumulation of a certain number of demerits may result in a suspension.
- **Social Media:** Reference the Katy ISD Student Handbook Extracurricular Activities section.

7. **Dismissal Definition:** Loss of position on the team for remainder of school year.

Actions which can lead to Dismissal:

- **Academic:** Any member who is academically ineligible for two of the three weeks during a semester will be immediately dismissed from the team.
- **Conduct Grades:** A total of (3) “N” ‘s, or (1) “U” in the conduct category will result in immediate dismissal from the team.
- **Demerits:** All Katy ISD Dance Team members will follow the districts demerit/merit system. The accumulation of a specified number of demerits may result in dismissal.
- **Level III:** Two or more Level III disciplinary infractions.
- **Level IV – Level V:** Any Level IV or Level V infraction will result in dismissal from the team.
- **Out of School Suspension or Alternative School Placement:** Any member placed in OSS or OAC will be dismissed from the team.
- **Hazing:** Any member who participates in activity which meets the definition of hazing or who fails to report such activity will be dismissed from the squad.
- **Social Media:** Reference the Katy ISD Student Handbook Extracurricular Activities section.
- **Repeated Restrictions (Probations or Suspensions):** A member who is placed on repeated restrictions (probations or suspensions) for failure to establish/ maintain proper conduct or attitude according to organization constitution and/or by-laws may be dismissed from the team. Notification of the possibility of dismissal on the next occurrence will be issued prior to dismissal.
- **Criminal Offenses:** Any member who pleads guilty or who is convicted of a misdemeanor involving alcohol, drugs, a criminal act, or a felony, shall be removed from the team for the remainder of the school year.
- **Deferred Adjudication:** Any member who accepts deferred adjudication in lieu of a finding of guilt or innocence in a criminal proceeding shall be placed on probation until the end of the school year or until a judgment of not guilty is rendered, whichever occurs first.

Demerit/Merit System

DEMERIT SYSTEM:

The demerit system is defined as a system of cuts due to infringements of rules and regulations. This demerit system will be used from the time the team is named/determined through the end of the dance team year.

- A record of demerits/merits received by each member will be maintained by the director and made available to parents.
- Members who accumulate fifteen (15) or more demerits will be placed on a three-week suspension.
- Members who accumulate twenty (20) or more demerits will be dismissed from the team.
- The director and/or administration have the authority to give demerits for offenses which have not been included or that have been inadvertently excluded. Demerits will be assigned as they occur. The number of demerits issued will be determined by the director or administration according to the severity of the offense.

Failure to be Prepared (1-5) – Specific behaviors will be outlined by the campus. The director and administration have the authority to give demerits for offenses that have not been included or that have been inadvertently excluded. The number of demerits issued will be determined by the director and/or administration according to the severity of the offense. (*e.g.*, not having correct uniform or equipment).

Inappropriate behavior (1-10) – Specific behaviors are outlined by the campus. The director and administration have the authority to give demerits for offenses that have not been included or that have been inadvertently excluded. The number of demerits issued will be determined by the director and/or administration according to the severity of the offense. (*e.g.*, poor attitude or sportsmanship).

Absences and Tardiness (1-5) – Specific behaviors are outlined by the campus. The director and administration have the authority to give demerits for offenses that have not been included or that have been inadvertently excluded. The number of demerits issued will be determined by the director and/or administration according to the severity of the offense. (*e.g.*, unexcused absence from a game or event).

Maintenance of properties, facilities and equipment (1-5) – Specific behaviors are outlined by the campus. The director and administration have the authority to give demerits for offenses that have not been included or that have been inadvertently excluded. The number of demerits issued will be determined by the director and/or administration according to the severity of the offense. (*e.g.*, misuse of equipment or failure to clean up).

Insubordination (5-10) – Specific behaviors are outlined by the campus. The director and administration have the authority to give demerits for offenses that have not been included or that have been inadvertently excluded. The number of demerits issued will be determined by the director and/or administration according to the severity of the offense. (*e.g.*, disrespect to a coach or teammates).

MERIT SYSTEM:

The Merit System is defined as points earned for displaying exceptional behavior and/or service. Merits will only be earned through activities that the director(s) presents to the team throughout the year. The use of a Merit System is optional and will be defined by the campus. Three (3) merits may eliminate One (1) demerit. Merits are considered a privilege and are not a requirement.

Merit opportunities may include, but are not limited to:

- Volunteering at school or in the community.
- Attending another organization's event or concert.
- Attending dance workshops or events approved by the director in advance.
- Providing items for the team designated by the director.

General Travel Guidelines

Review all policies and regulations for student trips to ensure your group is eligible for the type of travel you are planning. Regulations for Fine Arts student travel can be found at

<https://help.katyisd.org/help/fmg-regulation>. In addition to Katy ISD regulations, the Fine Arts department recommends the following:

- 1 Chaperone for every 14 students traveling.
- For all overnight travel during the instructional school year, an administrator should be present.

Letter Jacket

Letter Jackets will be available to dance team members who complete all required events and is a member in good standing at the conclusion of one full year on the team. The director reserves the right to not allow a dance team member to order a Letter Jacket due to probation/suspension periods, unacceptable grades, demerits, etc.

These jackets come at the expense of the member and are not included in the fee for being a dance team member.

- Once fitted for a Letter Jacket; the member is still expected to uphold high expectations.
- If a member is dismissed from the team for any reason (academics, behavior, demerits, etc.) the letter and all dance team related patches will be removed.
- Members must participate in events outlined by the campus such as, but not limited to spring practices/games, summer practices, camps, volleyball season, football season, basketball season and competitions.

The director reserves the right to handle each instance on a case-by-case basis. He/She will consult with administrators and other appropriate personnel in order to implement the appropriate disciplinary actions.

Katy ISD Dance Disciplinary System Signature Page

I have received a copy of the Katy ISD Dance Team Guidelines. I have read and understand the conditions for try-outs and for maintaining membership in the organization. I agree to abide by all policies and procedures governing the organization.

This page must be signed by both the student and parent/legal guardian of the student and returned to the director before the student can participate in the activity.

Signing this page signifies that the student and parent/legal guardian of the student has read and understands the guidelines governing cheer and dance team members in Katy ISD.

Student's Name (please print):

_____ Date: _____

Student's Signature:

Father/legal guardian (please print):

_____ Date: _____

Signature of Father/legal guardian:

Mother/legal guardian (please print):

_____ Date: _____

Signature of Mother/legal guardian:

This signature page must be signed and turned in prior to tryouts for the team.

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