

**BUNA HIGH SCHOOL  
COUGAR-AIRES**



**DRILL TEAM  
HANDBOOK  
2014-2015**

## Contact Information

The sponsor encourages positive communication and is willing to discuss any aspect of a student's progress in drill team with her parents.

**Patsy Caillier**, Auxiliary Sponsor  
pcaillier@bunaisd.net  
(409) 994-4840

**Please understand that my communication to you, the parents, is a very high priority.** My desire is to take care of concerns and make every situation the best for each student. Please contact me for clarification on any concerns before they become major issues.

### *E-mail Policy*

Due to the nature of e-mail, all major concerns will need to be addressed through conferences or phone communication. This is to avoid any misunderstandings or unclear intentions through e-mail communication. Parents are encouraged to use e-mail to get more information or clarification regarding events, or to schedule a parent conference.

### *Student Communication*

**Students are also encouraged to communicate with the sponsor before concerns become issues.** They should do this in person at an appropriate time, one on one. Friday night games are not the time to discuss concerns. Again, clarification and solid communication will keep everything running smoothly throughout the entire year.

### *Cougar-air Officer Communication*

Officers will contact drill team members regarding rehearsals and any changes that may occur. If this is not done in a timely manner please inform the sponsor.

### **Definition of Extracurricular Activities**

Extracurricular activities are school-sponsored activities that are not directly related to instruction of the essential elements, but that may have an indirect relation to some areas of the curriculum. They offer worthwhile and significant contributions to a student's personal, physical, and social development. Participation in extracurricular activities is a privilege and not a right, and students must meet specific requirements in order to participate. Activities may include, but are not limited to, performances, contests, demonstrations, displays, and club activities.

### **Physical Evaluation**

Students are required to have a physical examination to participate in The Buna High School Auxiliaries. All Forms must be turned in by the first day of camp.

### **Responsibility for Program**

A well-planned student activity program shall be maintained in each school in the District. All student activities shall be under the direction of the principal or a designee and shall be designed to contribute to the overall development of the participant in school-sponsored clubs, organizations, and activities that represent their particular interests.

### **Maintaining Eligibility**

In order to be eligible to participate in an extracurricular activity event for a six-week period following the initial six-week period of a school year, a student shall not have a recorded grade average lower than 70 on a scale of 0-100 in any course for the preceding six-week period.

### **Suspension from Extracurricular Activities**

A student whose recorded six-week grade average, in any course, is lower than 70 at the end of a six-week period shall be suspended from participation in any extracurricular activity event. The time will include the succeeding three-week period until the end of a three-week period during which the student achieves a course grade average for that three-week period of at least 70 in each course. This suspension shall become effective seven days after the last day of the six-week period during which the grade lower than 70 was earned.

### **Out of School Practice**

Students who are ineligible may participate in after school rehearsals, but may not participate in performances during their ineligibility.

### **Limit on Suspension**

A student may not be suspended during the period in which school is recessed for the summer or during the initial grade reporting period of a regular school term on the basis of grades received in the final grade reporting period of the preceding regular school term.

### **Reinstatement to Extracurricular Activities**

At the end of any three-week period, following the initial six-week period, in which a student attains a course grade average for that three-week period of 70 or more in each course taken, any suspension from out of school rehearsal for extracurricular activities shall be removed.

### **Rehearsal and Performance Time**

Students may rehearse outside the school day in any single extracurricular activity a maximum of eight hours per school week. The eight-hour rule does not include Friday or Saturday.

Students may not rehearse on campus without a sponsor. Private group practices off campus, on their own time, Buna ISD or Sponsor will not be liable for.

### **Organization Director**

The auxiliary organization is under the sponsorship of Ms. Patsy Caillier. She organizes, leads, disciplines and executes all auxiliary functions. The organization as a whole is under the supervision of the principal, Nathan Ross. All final decisions affecting a member of, or the organization as a whole, are approved or denied by him. Any questions or concerns must first be taken to the auxiliary sponsor. If a satisfactory answer or resolution is not made then he/she may make an appointment to discuss these matters with the principal, Mr. Ross.

### **Purpose of Organization**

The Cougar-aire Drill Team Members are an auditioned group of dancers that make a commitment to the organization. As a team member they must be aware that they are first and foremost representatives of Buna High School. The purpose of this auxiliary organization is:

- To support the spirit of Buna.
- To support the athletic teams through performances.
- To develop good sportsmanship, self-confidence, and self-discipline.
- To promote leadership.
- To encourage high morals and standards among its members.
- To develop the ability to work as a part of a group in achieving common goals; TEAMWORK.
- To represent the school and community in an exemplary manner, serving as a role model for appropriate behavior and citizenship.
- To develop and maintain a very high standard of precision dance.

You as a drill team member have many a young student looking to you as a role model. This is a great responsibility, the influence of our young students.

### **Motto**

Wear your HAT well with pride and honor. Walk tall in your BOOTS remembering there are smaller feet walking in your foot prints.

**Work Ethic**  
**RESULTS NOT EXCUSES**

## Challenge

A drill team member shall provide a spirit-promoting service, be loyal, have high morals and standards, be a good example in and out of school, and develop self-discipline and confidence. She shall also have poise, good posture, and present a good appearance. Being a drill team member is an honor. In order to be as “good” as our tradition and history warrants, hard work and discipline are basic components of the program. She must be able to accept constructive criticism in an effort to reach her full potential. She must also understand the Cougar-aire drill team functions take priority over other extracurricular activities and part-time jobs. If you are not ready to accept this challenge, then drill team may not be for you.

## Selection Process

An impartial panel of qualified judges selects members. Any candidate wanting to gain membership to the organization must first meet the eligibility requirements and attend the series of rehearsals prior to the scheduled auditions. Each member will audition with the same routine that is taught during the practice week prior to the audition. All returning members are required to re-audition. The candidates will be judged on their grades/conduct, effort made during previous year on drill team, attendance, teacher recommendations, showmanship, posture/poise, coordination/precision, projection, dance technique, and memory of routine.

## Audition Eligibility

- A candidate may seek membership if she has failed a course during the previous six weeks period.
- A candidate may not seek membership if she has failed **more than one time over the course of the year.**
- A candidate may not have more than one 3-day SAC assignment.
- A drill team member who quits or relinquishes her membership without completing the semester may not audition again the following year.
- Each candidate should be in good physical condition due to the vigorous nature of the physical activity required.
- Prior to auditions, each candidate must have turned into the sponsor: parent permission form, application, teacher recommendations (if applicable), and any other required information.
- Students wishing to try out for a position on the Squad must be enrolled at Buna ISD for one semester prior to tryouts.

## Rehearsal Requirements

All rehearsals over the summer and during the school year are mandatory. In the event of an extenuating circumstance, members must have permission by the sponsor to be absent from a rehearsal.

- There will be daily after school rehearsals throughout the first semester (these can only be held if a sponsor is present).
- Students are required to be ready to stretch at the time set aside. Come ready... This means hair in pony tail, shorts or jazz pants, and jazz shoes.
- There will be team rehearsals prior to the beginning of the school year at a time specified by the sponsor.
- Full attention and common courtesy will be extended to the person in charge of the rehearsal. Members are expected to follow the instructions of the sponsor and officers.
- Negative reactions or attitude toward the sponsors or officer's instructions or comments could result in being benched.
- Members are expected to be on time for rehearsals and remain the full time. Lateness will result in kicking; this goes for officers as well. If a member is late 2 times it will result in the loss of a track performance; this includes officers. More than two tardies will result in both a track and field performance. It is **your** responsibility to know practice times. It is **your** responsibility to call if there is a transportation problem. Every effort will be made to accommodate a problem if informed in a timely manner.
- Students who are punished by losing a performance will still be required to dress out, sit with the squad and adhere to all rules.
- If you have called in sick for a game and show up at the game as a spectator you will be "benched" for the next full game and pep rally. If you are benched you are still expected to dress out and sit with your squad. If you are at a game you need to be with your squad. If you are sick stay home. We need you to be healthy.
- If you miss a rehearsal and it is unexcused you will lose a performance.
  
- Members are expected to follow the daily dress code as instructed by the sponsor. There is to be no jewelry, and hair must be back and secured.
- Sitting out for illness or injury during rehearsal may result in being pulled from a performance. If a drill team member is truly injured or ill, it is in her best interest and the team's that she not rehearse or perform until she is well. Students should provide a doctor's excuse.
- Healthy snacks and sports drinks may be brought in addition to water.
- **Cell phones are not to be used during practice.** Students may check their cell phone during their break to see if a parent has called; however, texting, facebook, and games are not acceptable.
- To avoid distractions, rehearsals are closed to the public unless otherwise indicated by the sponsor.

- Students who choose to be involved in multiple activities are still responsible to attend all practices giving 100% effort while there. Every attempt will be made to work around the practices, events, and UIL competitions held by other organizations. Students will need to use their time wisely to be successful in all activities for which they are involved.
- Members who do not adhere to the guidelines of the handbook as deemed by the sponsor and/or band director may be “benched.”

**Drill Team members have the opportunity to perform during half-time at varsity games. They will also perform during BHS pep rallies and the Red Bud parade.**

NOTE: “Benched” means the person must dress out and sit with the auxiliaries at all games, performances and practices.

### **Performance Requirements**

Performances are a time when the community directly observes the drill team members. Each girl is expected to be an *exemplary* representative of the group. All performances are mandatory unless otherwise specified.

- Drill team members must audition for each performance.
- The sponsor decides who participates in each performance.
- All drill team members will attend all performances, in uniform, unless otherwise specified by the sponsor.
- The drill team members sit as a group throughout the entire event. They will sit in assigned positions during the game and will participate in cheers and hand routines throughout.
- Members may go to the restroom accompanied by either an officer or an escort with the sponsor’s permission.
- Any drill team member whose behavior is inappropriate during the game or at a performance will receive the appropriate punishment. This could result in loss of a performance or dismissal from the organization.
- No public displays of affection are acceptable while representing the drill team. **Absolutely no PDA.**
- **Absolutely no boyfriends. You may visit with them at half time.**
- A member must meet the “Attendance Policy” requirements in order to be eligible to perform.
- Absence from school on game day will automatically exclude the member from the game performance.
- Ideally, drill team members should be in all classes every day. Extenuating circumstances do occasionally exist that prevent this from happening. A member is excused from a performance for the following reasons: death in the family, illness (doctor’s note must be available), wedding in the family, school functions with prior notice, special religious holidays, or permission is given by the sponsor on special occasions. *A note must be provided in order for any absence to be excused.* A member is excused from rehearsal if any of the above occurs or an appointment for a doctor is made and a doctor’s note is presented. Two days-advanced notice to the sponsor is expected. If a drill team does miss any practice, she is responsible for any instruction missed. She will be held responsible for any announcements made or routines taught in her absence.

- Any member attending an event following a performance **must change into appropriate clothing**. No part of the uniform shall be worn anywhere except to activities in which the group is designated to perform.
- Grades may be checked every third week throughout the year. A member must be passing all classes at the end of the six-week grading period in order to be eligible to perform. If the member is not passing she becomes ineligible for a three-week period. She may attend rehearsals but may not participate in performances.
- Jewelry (earrings, watches, necklaces, bracelets, etc.) will not be worn during any performances (exception: team bracelets).
- Fingernail polish (toe nail if the performance warrants) must be removed prior to performances.
- **Make-up is mandatory!** The sponsor will determine the color and brand. All Cougar-airees will be instructed on application.
- Non-members are not allowed to visit with the auxiliary members during the game.
- Members are not allowed to talk while in Victory Line or waiting on the sidelines prior to/following their performances.
- There is to be no consumption of food or drink while in uniform without the sponsor's permission.
- Drill Team member will dance appropriately in the stands. Routines will be performed as they were taught absolutely no unnecessary body movements. Student who dance inappropriate will be asked to sit down. Example: **No** Twerking or any dance of like nature.
- Members are not allowed to get up from, or leave their seat without the sponsor's permission.
- Members are dismissed only by the sponsor at the end of the game. Periodically, it will be necessary for members to return uniform pieces after a game. Dismissal will then be from the auxiliary/uniform room.

### **Performance Opportunities**

Drill team members have the opportunity to perform during half-time at varsity football games. They also perform in the BHS pep rallies and the Red Bud parade as well as varying small performances throughout the year.

### **Football Games**

Participation in half-time performances at varsity football games is mandatory. The Buna Cougar Band will accompany the drill team for their half-time dance. Music is chosen by the auxiliary sponsor and the band director. Before the fall season begins a calendar is provided indicating which auxiliary group will be featured for each game. The featured auxiliary group will perform in the center and the names of the members will be announced. Features will be distributed between the three auxiliary groups. The first home game, Homecoming, and senior night will be rotated annually between the groups. For example, if the drill team performed at Homecoming last year, the twirlers would perform at Homecoming this year, and the flags would perform at Homecoming next year. Homecoming will count as two performances; therefore, the group performing at this game will be featured less at home. In the event of a rain out or an extenuating circumstance the calendar of features will not be altered. Drill team members will have third quarter off with the band. Members are expected to be back in their seats for fourth quarter or they will lose the next game track performance. Food and beverages are not allowed in the stands, unless student has a medical issue. **There may/or may not be a dance performance prior to the night before UIL Contest or Senior Night. The Band's Contest performance will take precedence over an Auxiliary performance.**

### **Attendance Policy**

Drill team members should be at all performances. However, extenuating circumstances do occasionally exist that prevent this from happening. A member is excused from a performance for the following reasons: death in the family, illness (doctor's note must be available), wedding in the family, school functions with prior notice, special religious holidays, or permission is given by the sponsor on special occasions. *A note must be provided in order for any absence to be excused.* A member is excused from rehearsal if any of the above occurs or an appointment for a doctor is made and a doctor's note is presented. Two days-advanced notice to the sponsor is expected. If a drill team member does miss any practice, she is responsible for any instruction missed. She will be held responsible for any announcements made or routines taught in her absence.

**Unexcused absences will result in the loss of a performance. Missing a rehearsal or performance for work is considered an unexcused absence.** Cougar-aire members may have a job, but must practice time management. If a performance is lost the student must still attend in full uniform.

### **Loss of Membership/ Disciplinary Action**

Loss of membership can occur for violations of any rules or district policies, including those in this handbook. The director and/or principal may determine appropriate disciplinary action for any conduct deemed inappropriate for a member of this organization while on campus or off campus throughout the calendar year.

Members should keep in mind that:

- Immediate dismissal may occur for any behavior that is unladylike or unbecoming of a drill team member.
- Immediate dismissal will occur for any Cougar-aire proven to be under the influence of tobacco, drugs, or alcohol at any time in any place.
- The director and/or principal may revoke membership for continued misconduct or poor attitude of a member.
- The following guidelines must be adhered to:
  1. No more than three consecutive days of SAC, no suspension, and no expulsion during the school year will be allowed. These actions will result in dismissal from the squad for the remainder of the school year.
  2. Less than three days of SAC assignment will result in being “benched” for one week.
  3. Failing two six-weeks of the school year is not permitted for full year participation in drill team.

NOTE: “Dismissed” means the person is removed from the drill team until the next tryout occurs.

The sponsor may choose not to remove a benched dancer from a performance with less than a week’s notification for the protection of the team. The dancer would be removed from the following performance.

A drill team member will be held accountable for her behavior at all times. *Her behavior outside of drill team is as important as her behavior while she is participating.* She is to be a responsible member through the summer months, the weekends, weekdays, and any vacation time. The sponsor does not and will not tolerate inappropriate behavior from any member.

### **Uniforms**

- Practice Uniforms (Must be worn as assigned by the sponsor)
- Performance Uniforms
  1. Must be clean, in good condition, and worn properly
  2. Will be worn in its entirety unless otherwise instructed by sponsor (this includes make-up)
  3. If a drill team member fails to return a uniform or any part of a uniform or if a drill team member returns a damaged uniform, she will be required to pay for that uniform. Should a drill team member fail to reimburse the school for the missing or damaged uniform, she will be placed on the campus hold list until reimbursement is made.

\*Wearing the wrong uniform to a performance will result in no performance. It is **your** responsibility to be prepared.

### **Expenses**

- Each member must furnish her own pep rally uniform (used for two years), rehearsal uniforms, shoes, accessories, tote bag, boots, leotard, hat and membership fees/dues.
- Each member will be required to attend summer camp at her expense. Camp must be paid for on or before the first day
- The school will provide the member's game uniforms and props.
- Each member will be given equal opportunity to raise money to assist in paying needed fees/dues. New members should expect to spend approximately \$1000.00.
- You must begin paying on expenses at the Varsity Meeting.
- It is the parents' responsibility to pay for any remaining costs.

### **Travel**

- Members must ride to all performances on buses supplied by the school district. The student may return from an engagement with her parents but the parent must pick you up from the bus loading area and check out with the sponsor.
- If a member is to ride home with anyone other than her own parents, she must have her car riding note signed by the principal or someone designated by the principal.
- No food or drinks shall be allowed on buses without permission of the sponsor.
- Group behavior on buses will follow current bus rules and regulations as stated in the BISD student handbook.
- Members that miss the bus are subject to penalties outlined in this handbook. They are still responsible for attending performances through providing their own transportation.

### **Internet**

Maintaining a higher standard of conduct will also include ensuring that drill team member websites are appropriate. The internet is a worldwide, publicly accessible form of communication. Any communication such as MySpace, Facebook, photo sharing, emailing, or texting, etc., appearing on the internet is public domain, even if it is marked private. Members are responsible for their personal websites and postings, as well as posting from or on other students' websites. The areas of appropriateness will include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses, clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that could be interpreted as being negative or threatening towards other BISD teaching staff or drill team members, or that demonstrate poor sportsmanship or a disrespectful attitude towards other auxiliaries or schools. Any such incident will result in review by the principal (or designee) and may lead to probation or dismissal.

### **Drill Team Officers**

All officers are responsible for complying with the following rules in conjunction with the general rules of the auxiliary organization.

- Must be a junior or senior (except for extenuating circumstances).
- Must have been a member of the drill team line the full year prior to their year of office.
- Must not have become ineligible or on probation more than once the year before.
- Must be a member in good standing with the principal and the sponsor.
- Must perform all duties asked of them to maintain their office. Any officer who consistently fails to fulfill her duties is subject to removal.
- Elected Drill Team officers are required to attend the leadership conference for officers attended by the Band.
- The director may remove an officer from her position with the approval of the principal if that officer does not uphold the standards of what is expected from her position.

#### **Officer Positions Include:**

- Captain (highest ranking member)
- 1<sup>st</sup> Lieutenant (second highest ranking member)
- 2<sup>nd</sup> Lieutenant (if sponsor deems necessary)

### **Specialized Responsibilities for Drill Team Officers**

- Aid the sponsor in any manner requested.
- Help maintain order during the course of any rehearsal, performance, or public appearance.
- Attend all games, rehearsals, and required functions.
- Report early at all functions.
- Assist in preparing the performances for football season.
- Be responsible for a squad of team members.
- Remain at the conclusion of rehearsals and performances to assist the sponsor in cleanup, caring for music equipment, and any other duties assigned by the sponsor.
- Be an outstanding role model in auxiliaries, school, and the community.
- May not make decisions or assign punishments without first consulting Sponsor.

### **BHS Band**

Drill team members who are not members of the BHS Band are not eligible to participate in band activities unless it is an activity or event in which the band is accompanying the drill team. All drill team members will travel with the band to away football games. However, Senior Drill Team members will be honored at the Band Banquet. All Drill Team members are encouraged to attend.

### **Acknowledgement Requirement**

Parents and members are required to sign an acknowledgement page that states they have read, understood, and will uphold the rules and guidelines set forth in this handbook. Cougar-aire members without an acknowledgement page or with an incomplete acknowledgement page on file will not be allowed to participate in drill team functions.

### **Amendments/Interpretations**

This handbook has been prepared as a general guide to the operation of the Buna High School drill team program. It is designed to promote fairness and organization among all members. Any additions or deletions are up to the discretion of the director and/or principal. All articles are subject to change within the school year according to changes made in federal, state, or district policy. Interpretations of this document are the sole right of the director and shall be so determined for the benefit of this organization. *The rules that are outlined in the Buna High School Auxiliary Handbook above are to be followed in the 2014-2015 school year. The sponsor reserves the right to adapt or change the above rules as they see fit for the betterment of the team.*

## COUGAR-AIRE MEMBER PLEDGE

I shall conduct myself in such a manner as to be a credit to the organization, school, and community at all times. I will know and abide by the drill team member handbook. I promise to uphold the traditions and will do everything in my power to promote drill team member activities and interest. I will at **all times** be joyous, courageous, courteous, truthful, considerate, and just; loyal and sincere in friendship; too noble to speak ill of others; willing to forgive and forget; prompt and gracious in obedience; willing to sacrifice personal pleasures for the betterment of others; ready to do all possible service; quick to appreciate what is done for me; respectful to my parents, teachers, and elders, that I may become a fine and worthy young lady.

*Signature of DRILL TEAM MEMBER* \_\_\_\_\_ *Date* \_\_\_\_\_

### Acknowledgment Form

**Students,**

I have read the Buna High School Drill Team Handbook and understand the requirements for being a drill team member. I realize it takes full cooperation and dedication to help our drill team meet its potential. I also realize that my failure to follow policies and directions could result in disciplinary action, which could lead to dismissal from the drill team organization.

As a member of the Buna High School Cougar-aires, I acknowledge the following as responsibilities I must fulfill if I wish to remain a member.

- I will be punctual and prepared.
- I will attend all rehearsals and performances.
- I will treat my peers and teachers with respect.
- I will maintain appropriate conduct.
- I will maintain my grades for eligibility and self-achievement.
- I will read and adhere to the guidelines set aside in The Cougar-aires Drill Team Handbook

\_\_\_\_\_  
**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parents,**

I have read the Buna High School Drill Team Handbook and am willing to support it and my child \_\_\_\_\_  
**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_