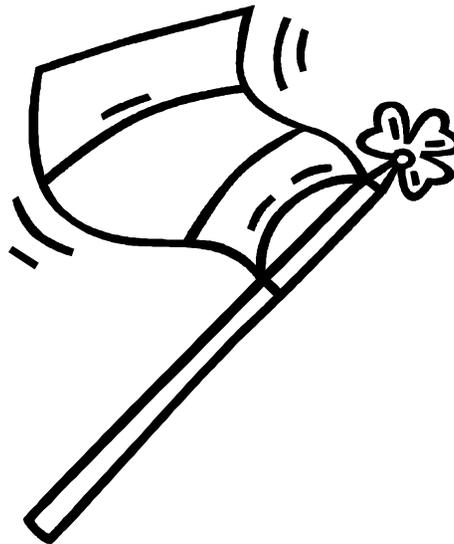


BUNA HIGH SCHOOL

AUXILIARIES



**FLAG
HANDBOOK
2014-2015**

The sponsor encourages positive communication and is willing to discuss any aspect of a student's progress in twirling 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.

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. Private group practices off campus, on your own time, Buna Isd. sponsors, directors 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 direction and supervision of the band director, who is appointed by the Principal, and approved by the BISD administration. All final decisions affecting a member of, or the organization as a whole, are approved or denied by Band Director.

Purpose of Organization

- To promote appropriate and good spirit.
- To build better relationships between schools during athletic and other school events.
- 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.

Work Ethic
Results Not Excuses

Challenge

A flag 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 good posture, and present a good appearance. Being a flag member is an honor. In order to be as “good” as our tradition 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 band and flag team functions take priority over other extracurricular activities and part-time jobs. If you are not ready to accept this challenge, then flags may not be for you.

Selection and Eligibility

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, attendance, teacher recommendations, showmanship, posture/poise, coordination/precision, projection, flag technique, and memory of routine.

Audition Eligibility

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

Mandatory Rehearsals

All rehearsals are mandatory. Those flag members who choose to have a job in addition to being on the team must schedule their work hours for after rehearsals are complete. Work schedules may not conflict with flags rehearsals and commitments. Flag members must inform their employers that they may need to be flexible with their work schedule, especially during football season. ***No flag member will be excused from rehearsals early to go to work (this includes Saturdays).*** In the event of an extenuating circumstance, members must have permission by the sponsor to be absent from a rehearsal or performance.

1. There will be daily after school rehearsals throughout the first semester (these can only be held if a sponsor is present).
2. There will be team rehearsals prior to the beginning of school at a time specified by the sponsor.
3. Full attention and common courtesy will be extended to the person in charge of the rehearsal. Members are expected to display appropriate manners by not talking and by not being disruptive.
4. Members are expected to be on time for rehearsals and remain the full time. Tardiness will not be tolerated. If a member is late 2 times it will result in the loss of a track performance; this includes officers. More than 2 tardies will result in both track and field performance. It is your responsibility to know practice times. It is your responsibility to call if there is transportation problem. Every effort will be made to accommodate a problem if informed of in a timely manner.
5. Students who are punished by losing a performance will still be required to perform their Band duties, dress out, sit with the squad and adhere to all rules.
6. 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 at a game you need to be with your squad. If you are sick stay home. We need you healthy.
7. Members are expected to follow the daily dress code and dress accordingly. There is to be no jewelry, and hair must be back and secured.
8. Sitting out for illness or injury during rehearsal may result in being pulled from a performance. If a flag 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. Student must provide a doctors excuse.
9. Healthy snacks and sports drinks may be brought in addition to water. Snacks must be eaten before class time begins.
10. **Cell phones are not to be used during practice.** Students may check their cell phone during break time to see if a parent has called; however, texting, facebook, and games are not acceptable.
11. To avoid distractions, rehearsals are closed to the public unless otherwise indicated by the sponsor.
12. Students who choose to be involved in multiple activities are still responsible to attend all practices giving 100% effort while there. Flag members are band members first and will be required to fulfill those obligations as well. 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.

13. Members who do not adhere to the guidelines of the handbook as deemed by the sponsor and/or band director may be “benched”
14. Flag members have the opportunity to perform during half-time at varsity games and UIL Marching Contest. They will also perform during BHS pep rallies and the Red Bud parade.

Performances

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

1. Flag members must audition for each performance.
2. The sponsor decides who participates in each performance.
3. All flag members will attend all performances, in uniform, unless otherwise specified by the sponsor.
4. The flag members sit as a group throughout the entire event. They will sit in positions assigned by the band director during the game and will play their instrument unless otherwise instructed.
5. Members may go to the restroom accompanied by either an officer or an escort with the sponsor’s permission.
6. Any flag member whose behavior is inappropriate during the game or at a performance will receive the appropriate punishment. This could result in loss of performance or dismissal from the organization.
7. No public display of affection is acceptable while representing the flag team. **Absolutely no PDA.**
8. **No boyfriends! You will have time at half time to visit.**
9. A member must meet the “Attendance Policy” requirements in order to be eligible to perform.
10. Absence from school on game day will automatically exclude the member from the game performance.
11. Ideally, flags should be in all classes every day. Extenuating circumstances do occasionally exist which prevents 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 a 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 flag squad 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.
12. Any member attending an event following a performance must change to appropriate clothing. No part of the uniform shall be worn anywhere except to activities in which the group is designated to perform.

13. 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.
14. Jewelry (earrings, watches, necklaces, bracelets, etc.) will not be worn during any performance (exception: team bracelet)
15. Fingernail polish (toe nail if the performance warrants) must be removed prior to performances.
16. **Make-up is mandatory!** The sponsor will determine the color and brand.
17. Non-members are not allowed to visit with the auxiliary members during the game. Boyfriends do not need to hang around. You may visit at half time.
18. Members are not allowed to talk while in Victory Line or waiting on the sidelines prior to/following their performances.
19. There is to be no consumption of food or drink while in uniform without the sponsor's permission.
20. Flag members will not dance inappropriately in the stands are when on the track. Students who dance inappropriately will be asked to sit down. Example: NO twerking or any dance of like manner.
21. Members are not allowed to get up from, or leave their seat without the sponsor's permission.
22. 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 room.

Football Games

Participation in half-time performances at varsity football games is mandatory. The Buna Cougar Band will accompany the flags 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 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. Flags will have third quarter off with the band. Members are expected to be back in their seats for the fourth quarter. **There may not be a performance prior to the night before UIL Contest or Senior Night. The Band's Contest performance will take precedence over an Auxiliary performance.**

Travel

1. 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.
2. **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.**
3. No food or drinks shall be allowed on buses without permission of the sponsor.
4. Group behavior on buses will follow current bus rules and regulations as stated in the BISD student handbook.
5. 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.

Officers

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

1. Must be a junior or senior (except for extenuating circumstances).
2. Must have been a member of the flag line the full year prior to their year of office.
3. Must not have become ineligible or on probation more than once the year before.
4. Must be a member in good standing with the principal and the sponsor.
5. Must perform all duties asked of them to maintain their office. Any officer who consistently fails to fulfill her duties is subject to removal.
6. 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.
7. Elected officers are required to attend the leadership conference for officers with the band officers.

Officer Positions Include:

- Captain (highest ranking member)
- 1st Lieutenant (second highest ranking member)
- 2nd Lieutenant (if necessary)

Specialized Responsibilities for Officers

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

Expenses

1. Each member must furnish her own pep rally uniform (used for two years), rehearsal uniforms, shoes, accessories, tote bag, boots, leotard, and membership fees/dues.
2. **Each member will be required to attend summer camp at her expense. Summer camp must be paid for the first day of camp. It is sponsors choice who will direct the camps.**
3. The school will provide the member's game uniforms and props.
4. Each member will be given equal opportunity to raise money to assist in paying needed fees/dues. New members should expect to spend approximately \$800-\$1,000.
5. You must begin paying on expenses at the Varsity meeting in which we begin our ordering.
6. **It is the parents' responsibility to pay for any remaining costs.**

Loss of Membership

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:

1. Immediate dismissal may occur for any behavior that is unladylike or unbecoming to a flag member.
2. The director and/or principal may revoke membership for continued misconduct or poor attitude of a member.
3. The following guidelines must be adhered to:
 - 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.
 - Less than three days of SAC assignment will result in being “benched” for one week.
 - Failing two six-weeks of the school year is not permitted for full year participation in flags.

NOTE: “Benched” means the person must dress out and sit with the auxiliaries at all games, performances and practices. “Dismissed” means the person is removed from the flag line until the next tryout occurs and will be removed from the organization.

A flag member will be held accountable for her behavior at all times. *Her behavior outside of flags 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 have to tolerate inappropriate behavior from any member.

Internet

Maintaining a higher standard of conduct will also include ensuring that flag member websites are appropriate. The internet is a worldwide, publicly accessible form of communication. Any communication such as MySpace, Facebook, photo sharing, emailing, Twitter, Instagram 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 flag 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.

Acknowledgement Page

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. Flag members without an acknowledgement page or with an incomplete Acknowledgement page on file will not be allowed to participate in flag functions.

Uniforms

- A. Practice Uniforms (Must be worn as assigned by the sponsor)
- B. Performance Uniforms

- Must be clean, in good condition, and worn properly
- Will be worn in its entirety unless otherwise instructed by sponsor (this includes make-up)
- Any one showing up with the wrong uniform will be benched. It is **your** responsibility to know what is going on, and be prepared for your performance.
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If a flag member fails to return a uniform or any part of a uniform or if a flag member returns a damaged uniform, she will be required to pay for that uniform. Should a flag 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.

Amendments/Interpretations

This handbook has been prepared as a general guide to the operation of the Buna High School twirling 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.

FLAG 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 Flag TEAM MEMBER _____ *Date* _____

Acknowledgment Form

Students,

I have read the Buna High School Flag Handbook and understand the requirements for being Flag member. I realize it takes full cooperation and dedication to help our flag 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 flag organization.

As a member of the Buna High School Flags, 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 Flag Handbook

Student Signature _____ **Date** _____

Parents,

I have read the Buna High School Flag Handbook and am willing to support it and my child _____

Parent Signature _____ **Date** _____