

Anderson High School 2019-2020 Handbook



Trojan Belles is...

- A tradition of excellence
- High performance standards
- Commitment
- Friendship
- Hard work
- Leadership in the school and community
- Dancing
- Challenging
- Rewarding
- Amazing
- Fun
- Life lessons
- Determination
- Organization
- Worth it!!

General Information



Purpose of Trojan Belles

The purpose of the Trojan Belles Dance Team is to encourage quality performance, high academic standards, loyal school spirit, and high personal values among its members. Through the development of dance technique, leadership, cooperation, self-discipline and sportsmanship in each individual member, the Belles will fulfill its purpose for the benefit of Anderson High School and the community of the Austin Independent School District.

Trojan Belles Poem

Recited by the team before every performance

Thank you for each girl here,
Help her realize that she's dear.
Let each girl know that we all care,
And problems we will gladly share.
We are a Trojan Belle family,
We love each other equally.
Through every trial and every test,
Help the Belles to do their best.
In all we do we will prevail,
For as a team **WE CANNOT FAIL!**

Welcome to Trojan Belles!!

When a girl becomes involved in the Anderson HS Trojan Belles, her entire family becomes involved – as supporters, spectators, and helpers. Belles demands a lot of time, money, and emotional involvement, but we know you will find it a rewarding and enriching experience.

TIME: Your family's schedule will have to be adjusted to accommodate your daughter's commitments in Belles. **This is a team activity, so each girl must be present for every rehearsal and performance in order for the team to be at its best.** If one girl is late, the rest of the team is often left waiting. Parents will also be asked to give their time to sew costumes, cook or bake for special events, volunteer for various committees throughout the year, and perhaps most importantly, attend as many of the Belles' performances as possible.

MONEY: Every effort is made to keep expenses reasonable, but there are considerable costs associated with Belles. In an effort to ease the individual financial burden, the Trojan Belles Booster Club participates in fundraising to help defray over \$40,000 in team expenses. Each girl and her family must support these events by giving their time and talent because each family directly benefits.

EMOTIONAL INVOLVEMENT: Each girl will have her triumphs and disappointments in Belles and the love and support of her family will be important to her. Celebrate her triumphs – she worked hard to earn them. Console her during times of disappointment. Remember, learning to deal with frustration and pressures are part of her maturation process. Your positive attitude will influence your daughter's reactions to her experiences.

COMMUNICATION: You and your daughter should always address concerns with Kayla Orton, Belles Director. Many problems arise from simple misunderstandings and there are always improvements to be made. Communication is the only way to reach a solution. As a general rule, we encourage Belles to communicate (via phone, email, or in person) directly with the directors if they have questions or concerns. This is not to say we don't value parental communication and support, rather we wish to encourage responsibility in our Belles. *****If a parent requests a meeting with the directors, it will be held with the Belle, both directors, and parent(s). This a policy to ensure quality communication between all parties involved.**

As each of you is a part of the Belles family, Belles is also a member of your family. Cherish and protect your place in our family – your words and actions not only affect you but also reflect our team image. We are a big family and must consider what is best for the individual while recognizing that we must always consider what is best for the whole. What might not be a problem for one person could be a nightmare if everyone did it. We must all be willing to “give and take” for the greater good of the team. By working together, we will have a wonderful Trojan Belles family.

The Seasons

SUMMER:

Team Camp is June 3-6. This 4-day dance camp is held at Anderson High School. The Belles will learn several of their routines for the upcoming season and will work with several outside choreographers and teachers. This camp is a great time for the new team to gel as a squad before football season!

Officer & Social Officer Camp & training is June 7-10. Most years the officers attend an intense camp on leadership, technique, and performance in the Dallas area.

Trojan Belles Summer Dance Camp is June 17-20. Each summer we host a dance camp for K-11th graders. This is our largest team fundraiser. All Belles assist with this event.

Team Practices are August 5-9 & August 12-16. These practice times are spent learning new material for football season, perfecting and trying out for fall performances, learning stand routines, pep rally routines/procedures, etc.

FOOTBALL SEASON:

Football Games: We encourage all parents to attend all football games, both away and home. Belles will stay after school on game days, eat dinner, get ready together, and take the bus to and from all football games.

Pep Rallies: Several parents attend pep rallies on Thursday/Friday mornings. Parents have a special section where they tend to sit and video. Due to space limitations during actual pep rallies, Belles and cheer parents are invited to a special parent preview at 8:30am on pep rally mornings.

SPRING SEASON:

Competitions: Dance teams from all over the Texas and beyond compete with one another at dance competitions late January – February. The Belles compete as a team and as an officer line as well as duets, and individual solos. Competitions may take place in Austin, another Texas city, or out-of-state depending on the year.

Basketball games: The team will perform at 2 basketball games during contest season. The games are usually on Tuesdays or Fridays.

Trips: Every three years the Belles take a trip, usually occurring in the spring. Some former destinations have been Florida, New York City, and Hawaii. The destinations are chosen by cost, time, and opportunities for the Belles in each specific city.

Spring Show: An annual production coordinated, choreographed, and presented by the Trojan Belles and the director. Parents play an integral part in pulling off this event: from concessions and ticket sales to producing the elaborate program...everyone plays a part! Spring Show 2020 is currently slated for April 23-25 (this date is not finalized yet).

Fundraising & Expenses

All money raised through Trojan Belles will be retained in the activity account.

ANNUAL TEAM FUNDRAISERS:

BELLES SUMMER DANCE CAMP (Kiddie Camp)

POINSETTIA SALES

Additional fundraisers vary from year to year based on necessity.

DISTRICT FUNDING: (district provides money for the following expenses)

SCHOOL BUSES TO DISTRICT FOOTBALL GAMES

TEAM ENTRY FEES FOR ONE COMPETITION

FIELD UNIFORMS (every 9-10 years)

TROJAN BELLES EXPENSES: (district provides NO money for the following expenses)

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Costumes 2. Printing expenses 3. Transportation to out of district football games, competitions, trips, etc. 4. All costumes and costume pieces 5. Music- CDs, music editing 6. Spirit appreciation gifts to other teams and groups 7. Choreography 8. Publicity costs for spring show 9. Contest entry fees | <ol style="list-style-type: none"> 10. Motivational activities 11. Social activities and goodwill 12. Video camera, batteries 13. Sound systems 14. Props for spring show and competitions 15. Lighting/Projection/Sound for spring show 16. Artwork for spring show program 17. Script writing for spring show 18. Tshirts- contest, spring show, etc. 19. Banquet awards, DVDS, etc. |
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INDIVIDUAL TROJAN BELLES EXPENSES (APPROXIMATE):

<u>Expense</u>	<u>Amount</u>	<u>Due</u>
1. Rehearsal clothes, shoes, cover-up *The first year establishes your Belles wardrobe. Returning years' clothing expenses decrease Drastically	~\$600	February 2019
2. Summer Camp	\$160	June 3-6, 2019
3. Misc. Spirit Gifts (Big Sis/Lil Sis, Secret Belle)	\$75-\$100	throughout
4. Fall Fair Share	\$300	November 2019
5. Spring Trip/Fair Share (varies from year-to-year, big trips are every 3 rd year and are usually around \$1800-2500, in-state trips are usually around \$250-\$350).		

All Checks should be made out to AHS with *Belles* in the memo line.

MONEY HANDLING PROCEDURES FOR TROJAN BELLES ACTIVITY ACCOUNT:

In the event the Belle Director solicits booster assistance in making purchases on behalf of the Belles organization, the following guidelines must be adhered to:

Purchases Made on Behalf of the Trojan Belles

Prior approval is required for all purchases. School checks must be cut directly to the vendor/business therefore it is necessary to plan well in advance of the date when the purchase is needed. Reimbursement is a last resort and may be used only in instances where prior approval has been granted. Remember, **AISD cannot reimburse sales tax** so please pick up a tax-exemption form if you need to make a purchase. This form can also be found at www.trojanbelles.com

In the event you need to submit an approved reimbursement request, please submit original itemized receipts only and attach the Reimbursement Request Form found on the Belles website (Handouts page). Photo copied receipts are not accepted by the bookkeeper.

The Trojan Belle Booster Club

The Belles Booster Club actively supports the Belles program; the Belles, the Directors, and all Belle activities.

SOME of the things the Boosters do include:

- Sponsor a summer kick-off party for Belles and their Families
- Organize and facilitate fundraisers: kiddie camp, spirit fest, poinsettia sales, and more!
- Provide snacks at practices, meals on game days and spring show rehearsals/shows, and many other spirit and social events
- Communicate valuable information to Belle families throughout the year
- Boosters try to sit together at football games and contests to cheer for the Belles, and provide moral support when needed
- Assist with organizing, mending, and sewing uniforms and costumes
- Assist the Belles with game day, contest, and spring show preparations
- Funds all spirit, social events, and the end of year banquet

The Belles Booster Club provides all of these services to benefit ALL BELLES.

WE NEED YOU... (More importantly, your daughter needs you)!

**Please join the boosters and volunteer for a committee, we'd love to have you and it'll be
FUN!**

Booster Club meetings are in the Anderson cafeteria, and all members are requested to attend. Dates and times are on the Belle's website: www.TrojanBelles.com, found on the "For Belles & Boosters" Page under the "Calendar" tab.

For more information about the Belles Booster Club...please contact our 2019-2020 Booster Club President, Monika Wilson.

Policies & Expectations



Trojan Belles Expectations

Trojan Belles are expected to follow all rules and guidelines as written in the Belles and Anderson HS handbook.

- **BE A RESPONSIBLE STUDENT!** Make sure you are aware of the academic policies in the handbook. You are expected to take the initiative to come to the director **BEFORE** you find yourself in a serious situation with grades. We will work with you and allow you to go to tutorials if you have exhausted all other resources. Academics comes before Trojan Belles, and we would much rather you miss a couple of weeks of football season to pull a grade up, instead of sitting out an entire 6 weeks or being dismissed from the team. Make up your work/ go to tutoring during lunch, FIT, or after school. Teachers **WILL** work with you if you are a hard worker. If a teacher cannot give you a makeup any other time than practice time, you do run the risk of being cut from that week's performance. **You will need to have your teacher e-mail the directors explaining that no other time could be found for the makeup. Failure to do so will result in a demerit.**
- **BE A RESPONSIBLE TROJAN BELLE!** Know your deadlines, what to bring every day, and what you should be wearing. If you stay organized, there should be no reason for you to receive demerits. If you are ever in doubt, call your social officer or officer. Be responsible with the handouts that are given to you. Make sure that you are giving the appropriate forms to your parents when necessary, hand forms back in on time, and update your Trojan Belles calendar as needed.

Because we all want to be a part of a very successful dance experience, it is important to realize and understand the ground rules that must be followed when 30+ girls are involved. Unfortunately, some girls think that the rules don't apply to them. But, in large groups, success depends on all of us pulling together in the same direction, at the exact same time, in the exact same way. That is why we are called a TEAM! Rules work best when everyone knows them, understands them, and most importantly, follows them. When this occurs, the group is empowered by a common vision. We hope that you find the rules strict, but logical; for if you do, we are in for an incredible year!!

Everything you say, everything you do, reflects on you, your family, and the organizations you participate in therefore your actions are put through a test everyday by others. Remember – ***actions DO speak louder than words.***

- **BE A RESPECTFUL STUDENT!** One of the most important qualities in a Trojan Belle is respect, and you are expected to exhibit this at all times. The faculty and administration should be able to count on the Trojan Belles as leaders and role models at Anderson, and we also expect you to behave in an exemplary manner that supports the reputation of our dance team.
Make sure you get your schoolwork **DONE**, especially during our hectic times of the year. Never sleep in class, have your phone at when you are not supposed to, roll your eyes, etc. and do not disrespect your teachers. Always use your “yes ma’ams” and “yes sirs!” **Do not use Belles as an excuse to get favors out of your teachers** (i.e. tardy to class, late papers, etc.) We expect you to hold yourselves accountable for the rules of the Anderson HS handbook, as well as ours.

- **DO NOT GOSSIP!** Every person has passed on gossip, and every person has been hurt by it. If we want to be a family we cannot afford idle words. *Be careful of your words and protect your thoughts. So often your thoughts change without benefit of taking your words back.*

There are years where the team is a “kinder, gentler” group of young ladies, and those are the years that bring back the most incredible memories for everyone. Acceptance of others in a group this size is a tall task that we can tackle if we want to. We will be close if our hearts are big and our spirits forgiving. When starting a conversation, always ask yourself, “If she walked into the room, would I continue to say these things?” If not, then you should reconsider the benefit of the conversation.

- **SOCIAL NETWORKING:** Facebook, Twitter, Instagram, Snapchat and whatever they think of next(!), are a regular part of our daily lives. There are many positive benefits of social networking including its ability to connect us with friends, family and acquaintances across the globe. We are able to share our memories, photos, and our every waking thoughts with anyone willing to follow us. The negative side of social networking is the false sense of privacy and the false sense of confidence we feel in typing words we might never say in real life. Please consider the image you portray through your wall posts, statuses, snap stories, & picture comments regardless of who is and isn't on your Facebook friends list. Refrain from negative comments about Belles in general or about your teammates. Do not use profanity or vulgar language or post photos ANYWHERE that could damage your reputation or our team's reputation (ex: PDA with boyfriend, etc). You are held accountable for your virtual words, images, and actions just as you are in person. You are part of a TEAM and we must be united in our goal to be classy young ladies and positive role models.
- **TALK TO YOUR DIRECTORS!** Please feel free to visit with us if you think that by sharing your feelings we will gain insight on problems that may be occurring on the team, or even your personal concerns about a situation. It is important to communicate, even though it may not be the easiest thing to do. We definitely don't need to know about every small argument that occurs, but if you feel like we should be aware of something, please let us know. We may not be able to fix the problem, but if we don't know it exists, there is no possible way we can even try to fix it!
- **WORK ON YOUR DANCE SKILL!** Every dancer comes into Belles at their own level of technique and training. From there, it is up to you to apply yourself & work your hardest to be the best dancer you can be. Your work ethic will directly impact your improvement as a dancer and performer. Seek out opportunities to train outside of Belles (weekly dance classes and special conventions and camps). There is no such thing as a perfect dancer and there is always room to grow if you give yourself the opportunity to do so. To improve as a team, each member must be willing to do her part as an individual. When a new dance is taught, you are expected to work on it outside of practice to commit the routine to memory. When we clean, polish, and make changes, pay attention and be adaptable. Whenever there is free time, such as after water breaks, go over movement that you are struggling with. Don't be afraid to ask your directors, officers, or fellow team members for help. If you don't make a dance, **ALWAYS** keep working your hardest on the side. You never know when a spot might open up – you will want to be ready to be pulled in!
- **ALWAYS GIVE 110%!** We expect this in your attitude, your moral, and your work ethic. The atmosphere of any activity you do is affected by your attitude. As your directors, we promise to give you our very best energy as well as a positive and motivating attitude in practice. We expect the very same from all of you. We promise to push you to be your best and will give you constructive feedback along the way. There is a tradition of excellence and high standards in our organization, and we must work together to keep this tradition going. We expect you to dance your hardest every day and never settle for “good enough.” Encourage your teammates. Look for opportunities to pat each other on the back or cheer for the team as a whole. Your positivity will go a long way towards boosting moral.

Important Policies

GRADING POLICY

YOUR TROJAN BELLES GRADE IS MADE UP OF:

1. A daily grade is based on participation (on time, on task, giving full effort)
This grade will be a base grade of 100. If a Belle receives a demerit during the grading period, 5 points per demerit will be deducted from the base grade of 100. For grading purposes only, demerits can be worked off by earning merits (1 point per merit). The daily grade returns to 100 at the beginning of each grading period. Once a merit has been used to replace demerit points, it is permanently deducted from the overall merit count.

REHEARSAL RULES

1. If you are not at rehearsal, you should not expect to perform.
2. A member must be present at all rehearsals from Monday through Friday, regardless of making the dance, unless previous arrangements are made with the director.
3. If a member is absent or tardy to a rehearsal, performance or work session, she is held responsible for all announcements, information missed, and deadlines.
4. A member may be pulled from a performance due to missing a practice depending on the circumstance, time of year, and proximity to the performance.
5. You CANNOT miss a Thursday or Friday rehearsal during football season and still perform UNLESS there is an extenuating circumstance (i.e.- field trip, funeral)
6. If possible, any member who is ill should come to rehearsal to sit and observe, otherwise, it may be necessary to remove her from the number since it is hard to rehearse with “holes” and catch up with changes made.
7. Sitting out for illness or injury during a rehearsal may result in being pulled from a performance. If a 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.
8. Work cannot interfere with scheduled rehearsals. Work is not an excused absence from rehearsal or an excuse to leave early or arrive late.
9. Regular doctor, dentist, or driving exam appointments should not interfere with any rehearsals scheduled. These appointments are not excused. Emergency appointments are treated with an exception.
10. Family vacations should not be scheduled during Belle functions, rehearsals or performances. There will be extreme consequences for missing these rehearsals. We must do this to protect everyone’s time. If you are absolutely unable to participate in an event, it is required that you give the Director notice two months in advance.
11. College visits must be approved 3 weeks prior to the date you will miss. Failure to give a timely notice will result in 2 demerits. College visits may not take place during contest or spring show week(s). You must provide documentation if you are notifying Mrs. Orton of a new conflict to a college after the 3-week mark (it must be an acceptance event, not just a visit). There are multiple opportunities to visit colleges (nearly one a month) so we expect that you take advantage of those times provided.
12. We expect you to fully dedicate your time during rehearsal to Belles. No breakfast, homework, or studying will be permitted during the scheduled rehearsal hours. This includes warm-up. We expect you to be ready to go when you arrive. Warm attire should be a pullover, zip up jacket, and sweatpants. No PJs or excessively oversized clothing.
13. Extended periods of absence will result in being placed on probation from participation on Belles. This could include being pulled from as many dances and/or performances that Directors see is best for the team as a whole. The Directors have the full discretion to decide how long the member will be on probation, based on the health and best interest of the entire team. In these cases, the Directors may present the member with a contract that will allow her to earn her way back onto the team.

PERFORMANCE RULES

1. Absence from part of summer camp/summer rehearsals or other required rehearsal or event. If a Belle chooses to miss team camp, she will not participate in one game for each day missed.
2. During football season, Belles must be present for the entire game (including any post-game performances that may occur). The **ONLY** excused absence for leaving after halftime is for the ACT or SAT, and Belles are required to give a parent note stating they will be leaving early. This will be **STRICTLY** adhered to, and if this rule is broken, there will be a performance penalty given at the discretion of the directors.
3. During football season, if a circumstance comes up and a Belle has to miss a game, she will be expected to sit out the next half-time performance.
4. The director makes the final decision on who makes each performance. The officers assist in taking notes and recording corrections so that the individual team member can receive the very best feedback. The officers do not pick who makes the dances.
5. A member can be cut from a dance at any time for the following reasons: lack of memory, technique, projection, flexibility, coordination, strength, endurance, or if they are not maintaining the polish.
6. A member can be cut from a season (spring show, contest, etc.) if she is unable to be present for **ALL** performances scheduled.
7. All Belles must ride the bus to and from all football games and other applicable performances (ex. Competition trips, etc.)
8. Belles should never complain about where they are placed in a formation. The bigger picture is that you are on this team. Dances are not always placed with seniority in mind.
9. Any member put on probation is subject to a performance penalty to be decided at the discretion of the directors.
10. Any member that becomes injured enough to consistently miss rehearsal and affect their performance of herself and the team may be pulled from the performance by the directors. These situations will be handled on a case by case basis. Factors such as proximity to the performance, severity of the injury, and availability of alternates are considered.

“It may seem easier for our life to remain constant. But change, really, is the only constant. We cannot stop it and we cannot escape it. Change is the engine of growth and the muse of creativity. Change makes the adrenaline kick in and motivates us towards achievement.”

Audition Processes Through The Year

There are several times throughout the year that we will hold auditions for various dances. Football halftimes, pep rallies, competition pieces and spring show dances will all have separate tryouts. **HOWEVER...**there is no tradition to our method. The directors reserve the right to change what pieces will be auditioned from year to year.

In auditions, the following elements are assessed:

- **technique**: arm placement, use of center, use of spot, toe point, body angles, overall extension
- **execution**: knowledge of CORRECT execution of movement must be exhibited, control of energy
- **strength**: power of execution, use of pli , relev , and saut  to utilize strength, use of floor space while dancing
- **flexibility**: technique and extension of splits, extension and height of kicks and leaps
- **memory**: knowledge of steps and confidence with execution of movement in the correct placement using correct pathways
- **performance ability**: use of style in movements that is specific to the TYPE of dance being performed, performance energy and attitude/expression appropriate for the style/theme of dance

All Belles practice all routines for all performances even if they do not hold a spot in the formation. At any time, a performer can become injured and the need for an alternate dancer will arise. The Belles that work hard on the sides and improve on the dances will always be considered for placement in a routine **if an alternate is performance ready.**

All Belles are an important part of the **TEAM**. If a Belle is not dancing in a given performance, she still plays an integral role in the success of the routine by being the Belles' version of the "12th Man."

If a Belle is absent from learning any company tryout dance from a choreographer she will not be eligible to audition for that routine. There are no make-up auditions after auditions have been completed (football, contest, or spring show dances), therefore if you are not present you are not eligible to be selected to perform. Even if a Belle makes an auditioned piece, if she is not present when we are placing the routine, she will be removed. All of these rules apply, even if this absence is excused.

Eligibility

WHAT HAPPENS IF I FAIL A CLASS?

1. All members must pass all of their classes to be eligible to perform, as mandated by the state of Texas.
2. Failing consists of a grade below 70 for regular classes and below a 60 for honors/Pre-AP/AP classes.
3. Failure to pass all classes will result in a three to six-week ineligibility period, as mandated by the state of Texas.
4. If after three weeks the member is passing all classes, the ineligibility period is over, as mandated by the state of Texas.
5. If after three weeks the member is failing any one class or more, the ineligibility period continues until the end of the six-week period, as mandated by the state of Texas.
6. All members must maintain all required academic standards for eligibility to maintain membership as mandated by the state of Texas.
7. If a member is academically ineligible for two consecutive six weeks periods, the member will be placed on probation and must pass the next two consecutive six weeks before gaining her eligibility back in Belles. A Belle can only be put on academic probation once in her Belle career. Any subsequent two consecutive six weeks ineligibilities will result in removal from the team.

WHAT ROLE DO I PLAY ON THE TEAM IF I AM ACADEMICALLY INELIGIBLE?

You are still a member of Belles. You continue to attend all classes, practices and social events. You continue to dress out and learn movement, but the state of Texas mandates that members:

- cannot perform
- cannot ride with/participate with the team in football games or competitions
- cannot get in free to football games, competitions or spring shows
- cannot sit with the group at football games or competition, or backstage during spring show
- cannot wear either district-owned field uniform or school-owned costumes

WHAT ROLE DO I PLAY ON THE TEAM IF I AM ON ACADEMIC PROBATION?

You are an inactive member of Belles. You will not attend social events or performances, but will attend Belles rehearsal and the class during the school day (tutorials will be taken into consideration). In addition, you:

- cannot ride with/participate with the team in football games or competitions
- cannot get in free to football games, competitions or spring shows
- cannot perform
- cannot sit with the group at football games or competition, or backstage during spring show
- cannot wear either district-owned field uniform or school-owned costumes

Discipline & Merits



Disciplinary System

In order to achieve the greatest amount of teamwork and responsible social behavior, the following regulations will be enforced. All warnings & demerits will be recorded by Mrs. Orton/Ms. Brown in the demerit log book so that they can be kept track of efficiently. Failure to come in and sign for your demerit (2 days after assigned) will result in an automatic 2nd demerit.

TARDIES:

- You may receive without penalty two warnings per year if you also (car trouble, overslept, etc.)
- Less than 5 minutes = a warning (the third warning becomes a demerit)
- More than 5 minutes = 1 Demerit

ABSENCES:

- Excused in advance = 0 demerits
- Excused AFTER absence = 1 demerit (no advance call to office phone) **** even if you come back to school the next day with an excused explanation OR your parent forgot to call for you while you were sick OR you called your officer to tell her that you were sick- YOU WILL STILL RECEIVE A DEMERIT...you MUST call or email Mrs. Orton (414-6321) BEFORE the absence occurs****
- Unexcused from practice = 3 demerits
- Unexcused from performance = 5 demerits

PROBATION:

- A total of 5 demerits will bench a member for a period to be determined by directors
- Any officer or social officer that receives 5 demerits and is put on probation will forfeit their officer position in Belles permanently
- Academic ineligibility for two consecutive six weeks in a year
- Probation means that you will be taken out of a performance, Belles function, or possibly a season, in some capacity. If a member is on probationary status, that member will be informed of its duration, guidelines and conditions of maintaining their membership. Each member's probationary status will be handled individually while always considering what is best for the whole.

LOSS OF MEMBERSHIP

- Home suspension from school
- A total of 10 demerits (accumulated during one year June through May)
- Academic Ineligibility Removal
- Violation of the Trojan Belles Drug, Alcohol, and Tobacco Policy

Demerit Listings

- Demerits help to reinforce the regulations set forth by the Trojan Belles Handbook as well as the Anderson HS Code of Conduct.
- You can receive demerits any time during your membership on Belles including weekends, evenings and school breaks/holidays.
- Only the directors can give demerits to team members.
- Demerits start the first day of summer camp and end the last day of school: June – May.

1. (1) Failure to call the office (414-6321) **prior** to any rehearsal, performance, work session, or meeting which you will be absent from- whether we are dancing that day or not
2. (1) Unprepared for rehearsal (hair not out of face, wrong clothes or shoes, wearing jewelry)
3. (1) Failure to wear appropriate cover-ups to & from rehearsal and failure to take cover-ups off during rehearsal
4. (1) Failure to have teacher email directors about tutoring/makeup work
4. (1) Wearing incorrect practice attire (ex. wearing Monday's outfit on Tuesday)
5. (1) Failure to meet responsibilities (turning in money, gift deadlines)
6. (1) Creating a distraction in rehearsal (talking, off-task, cell phone rings, etc.)
7. (1) Leaving practice, performance, or shared space untidy
8. (1) Leaving rehearsal or performance without asking permission
9. (1) Being seen in an incomplete uniform BEFORE or AFTER a performance (hats and leather can be taken off once your are on the bus on the way home)
10. (1) Tardy to any Trojan Belles activity/ rehearsal (it's always a good idea to be early!)
11. (1) Chewing gum, eating, or drinking (other than water) at inappropriate times in rehearsal or at a performance or while wearing in any Belles uniform/costume (unless permission has been given)
12. (1) Not signing the book promptly for any demerit given will result in another demerit
13. (1) Hair falling down or losing part of a uniform or costume during a performance
14. (1) Leaving behind school owned property (on the bus, at the contest site, etc.)
15. (1) Unnatural hair color
16. (2) Using Belles as an excuse/leaving class early
17. (2) Arriving tardy to performance
18. (2) Not having a piece of a uniform at a performance
19. (2) Unprepared for a performance (costume, hair, make-up, nail polish, jewelry, etc.)
20. (2) Taking items from the closet without permission from the directors
21. (2-3) Any referral or disciplinary assignment to Saturday Detention
22. (3) Failure to attend a committed function/event
23. (2-3) Profanity/disrespect/unladylike conduct (behavior that is unbecoming to a Belle, will be decided on at the discretion of the director), INCLUDES FACEBOOK, TWITTER, SNAPCHAT, ETC.
24. (3) Missing a performance without prior approval
25. (4) Demerits for not following the drug, tobacco, and alcohol policy
26. (1-5) Demerits for any act committed after a director's warning
27. (3) Visible piercings at any time – including tongue, belly button, and all facial piercings (nose, eyebrow, lip, etc). Clear retainers are not okay. Ear piercings are not included– ear studs are acceptable for practice only.
28. (5) Visible tattoos (including practice & performance as well as inside & outside of school)
29. (1-5) Actions of disrespect or dishonesty (includes withholding information) towards directors/officers/teammates
30. (1-5) Failure to follow school rules (ex. Going off campus for lunch as an underclassman, skipping class, in school suspension, etc.), actions of disrespect towards a teacher, school official, or other adult

Drug, Alcohol, & Tobacco Policy

Trojan Belles shall be an organization that encourages healthy decisions and positive lifestyle choices. Drug, alcohol, tobacco use, and any other illegal activity will not be tolerated.

1. **DRUGS, ALCOHOL, & TOBACCO on school property and at school sponsored events, including but not limited to AISD sporting events, on campus, school dances, field trips, competitions, & travel:**

From the Austin Independent School District Student Code of Conduct:

A student must be placed in a Disciplinary Alternative Education Program if the student commits any of the following offenses on school property, including a parking lot, parking garage, or other parking area owned by the school district, or on a school bus, or within 300 feet of the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off of school property [TEC 37.006]: Selling, giving, delivering, possessing, using or being under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense; selling, giving, or delivering an alcoholic beverage; possessing, using, or being under the influence of an alcoholic beverage.

If a Belle is involved in any incident including drugs, alcohol, or tobacco, which results in suspension or expulsion from Anderson High School, they will permanently lose their membership on the team. In addition, if a violation occurs on an official Trojan Belles trip, the Trojan Belle member will be sent home immediately at her own expense in accordance with school-wide travel policies.

2. **DRUGS, ALCOHOL, & TOBACCO outside of school, Any evidence (public or private, including social networking sites, Facebook, etc.) of the use, possession, or any visibility (photos, etc.) with or around alcohol, vapes/Juuls, or illegal drugs at any time while a member of Anderson High School Trojan Belles including weekends, evenings, holidays and summer will result in the following:**

First Offense:

An immediate parent conference with the Belles Director and the Anderson Administration will occur. No exceptions. Possession or usage of these substances can have dire consequences for the student and also reflects upon the Belles and Anderson High School. The Trojan Belle member and her parents may be asked to enroll in an early intervention and prevention program. Attendance must be documented in writing and given to the Trojan Belles directors. Any expense will be the responsibility of the Trojan Belle member, parents, or guardians. The member will be put on probation for a period of time to be determined by the directors and AHS administration.

Second Offense:

The Trojan Belle will be permanently removed from the team.

A review board made up of the Trojan Belles director, a school principal, and another Anderson staff member shall make the initial determination of whether a violation of the Trojan Belles Drug, Alcohol, & Tobacco Policy has occurred.

Merits

Throughout the year, Belles have several opportunities to earn merits. Merits are designed to recognize good work, extra effort, and special service. Belles earn credit in a variety of ways including but not limited to the following:

# of Merits	Description
5	straight As (per six weeks)
5	Belle of the Week/Officers' Choice Awards
1-5	director's discretion
3	6 weeks grade of 100 (academic class – not office aide, Belles, etc.)
3	performance of a solo, duet, or ensemble at contest
2	100 on any MAJOR test
2	any 6 weeks grade that goes up the next 6 weeks
2	attend approved dance productions (provide ticket stub/program)
2	cleaning, organizing, helping in the office or locker room
2	attending an extra practice/rehearsal
1	attending a non-required school activity in Belles attire (warm-ups, Belles shirt, etc.) **<u>must get AHS faculty signature</u>**
1	camp recognitions (stickers, ribbons, awards, etc)
1	dance class outside of school (1 per class)
1	demonstrator pulled out in class
1	EAK (extraordinary acts of kindness)
1	proof of community service outside of school time (1 per hour) (<i>excluding hours used for other organizations: NHS, Leadership Council, etc.</i>)
*	extra Belle duty (Ironman, Parade, etc.) (as assigned)

*****Reporting of Merits:**

Belles will track their merits for each six weeks on a Six Weeks Merit Reporting Form. Only merits achieved during that grading period will be counted.

*****You must bring a ticket stub or have a signature for all outside performances attended.**

*****You may NOT work off demerits with merits...merits “erase” demerits for grading purposes only. Merits used towards grades will be removed from your merit count.**

ALL Belles must acquire 20 merits from Aug 5 – April 8 to be in good standing for Spring Show. Any member who does not meet this requirement by April 8 will be removed from one spring show team dance.

“When people respect someone as a person, they admire her. When they respect her as a friend, they love her. When they respect her as a leader, they follow her.”

-John C. Maxwell

Leadership



Trojan Belle Chain of Command

1.) **Anderson High School Administration**

2.) **Anderson Trojan Belles Director**

- a. Director: Kayla Orton
- b. Asst. Director: Cari Brown

3.) **Officers**

- a. Captain: Kate Upchurch
- b. 1st Lieutenant: Callie Willson
- c. Sr. Lieutenant: Janie Bilby
- d. Jr. Lieutenants: Nora Brock & Leah Majzoubi

4.) **Social Officers**

- a. Senior Social: Emma Ellis
- b. Senior Social: Shelby Owens
- c. Junior Social: Zoe Vardys

5.) **Third Year Returning Members**

6.) **Second Year Returning Members**

7.) **First Year Members**

Trojan Belles Officers

OFFICER CANDIDATE QUALIFICATIONS:

- Must be a sophomore or junior and at least a one-year member of Trojan Belles
- Must have a minimum of 50 merits acquired from August 5 – April 8 (Used to “erase” demerits do not count toward officer tryouts)
- Must perform/compete a solo (at least 1 competition)
- Cannot be placed on probation (academic or disciplinary) at any point during the audition year.
- Must complete all officer tryout requirements: dances, notebook, interviews, team presentation, teacher recommendation forms from all teachers, director interview and judges’ tryout as detailed in the Officer Tryout Packet
- Must be able to attend officer, team, and Belles Summer Dance Camp to be eligible for auditions.

AUDITION PROCESS:

- There are various audition requirements and all interested candidates will receive a more informative packet in February.
- The selection process entails combining the votes of the team (50%), judges (20%), directors (20%), and teachers’ evaluations (10%) and finding the candidates that fall above the natural break in scores.
- The candidate with the highest score receives the position of Captain, and the rest of the eligible candidates will fill Lieutenant positions.

OFFICER REQUIREMENTS:

- Must attend officer camp and all other camps attended by the team
- Compete in three officer routines for competition
- Must be 10 minutes early to all Belles functions
- Responsible for setting up/putting away sound equipment and having music ready for all routines (daily)
- Stay after rehearsal until dismissed by the director
- Responsible for daily warm-ups, teaching, choreography, polishing, and leading practice in the absence of the directors
- Responsible for general team productivity (making sure the team is on task when they are supposed to be)
- Other duties as assigned

Although officer tryouts do not occur until May, the “audition” process is a yearlong endeavor. If you are considering trying out for officer you are advised to take as many studio classes as possible outside of Belles to hone your technique, style, and confidence as a performer. In addition, a strong work ethic, respectable reputation, and motivating presence in practice will be noted by your teammates as well as your general dependability, responsibility, and maturity. While it is important to think ahead about your leadership desires, it is imperative to refrain from talking or gossiping about who you think next year’s officers could be/will be.

Trojan Belles Social Officers

SOCIAL OFFICER CANDIDATE QUALIFICATIONS:

- Must attend officer camp and all other camps attended by the team
- Must be a sophomore or junior and at least a one-year member of Trojan Belles
- Must have a minimum of 50 merits acquired from August 5– April 8 (Merits used to “erase” demerits do not count toward officer tryouts)
- Cannot be placed on probation (academic or disciplinary) at any point during the audition year- up to director’s discretion.
- Must complete all officer tryout requirements: visual aids, team presentation, teacher recommendation forms from all teachers, and director interview as detailed in the Social Officer Tryout Packet

AUDITION PROCESS:

- There are various audition requirements and all interested candidates will receive a more informative packet in February.
- Each candidate’s score will combine the team vote (50%), the directors’ vote (20%), judges’ vote (20%) and the teachers’ recommendation score (10%).
- The candidates that fall above the natural break in scores will be given a position as a social officer.
- The candidate with the highest total score will be the President.
- The candidate with the second highest total score will be the Vice-President

SOCIAL OFFICER REQUIREMENTS:

- Responsible for encouraging the team and creating a motivated environment in Belles
- Recognizing and celebrating birthdays
- Public relations: sports team & other AHS organization recognition (football cards, posters, locker decorating, etc) and thank you cards
- Decorating and maintaining locker room and hallway bulletin boards.
- Locker room organization and cleanliness (maintaining rank cleaning rotation)
- Social events/get-togethers (Holiday Party, summer parties, etc), Banquet
- General team moral boosters including but not limited to: sister gifts, secret Belle, daily motivations, holiday books, rank gifts, etc.
- Slideshow creation, photo organization
- Each social officer is expected to fulfill those responsibilities to her utmost ability.

Although officer tryouts do not occur until May, the “audition” process is a yearlong endeavor. A strong work ethic and motivating presence in practice will be noted by your teammates as well as your general dependability, responsibility, and maturity. While it is important to think ahead about your leadership desires, it is imperative to refrain from talking or gossiping about who you think next year’s officers/social officers could be/will be.

Trojan Belle Managers Roles & Responsibilities

Trojan Belle managers serve as important helpers to the Belles Dance Team and to the directors. Managers are non-dancing team members that play an integral role in the following capacities:

DAILY:

- Managers are expected to check in with the directors each morning to see if there are any specific tasks or jobs. Managers will maintain the organization of the small gym closet/Belle closet and should proactively look for things that are out of place, need to be put away, laundry to do, etc.
- Managers are responsible for organizing costumes, facilitating costume pass out/return, and maintaining accurate record keeping for all inventory.
- Managers are responsible for playing music during practice when there aren't any other jobs to do.

FOOTBALL GAMES:

- Managers must attend all football games and will follow all Belle game day procedures (eating dinner after school, riding the bus, etc.).
- Managers are responsible for getting the seat covers and first aid bag from the Belle closet prior to the game, getting those items on and off of the bus and back into the closet at the end of the evening.
- Managers will keep an eye on the Belles' section during pre-game and halftime, tidy up seat covers, straighten bags, etc.
- Managers will assist with halftime and pre-game videotaping as needed.
- Managers will assist with all other game duties as instructed by the Directors.

CONTEST SEASON:

- Managers attend all Belles competitions and competition trips.
- Managers will assist with videotaping as needed.
- Managers are responsible for all other contest duties as assigned by the Directors.

SPRING SHOW:

- Managers will attend all Belle after school rehearsals as needed.
- Managers will assist as part of the stage crew during each show.
- Managers are responsible for all other Spring Show duties as assigned by the Directors.

SUMMER:

- Managers will attend Belles Summer Dance Camp ("kiddie camp") and assist with any other summer camp practice days as assigned.

GENERAL:

- Managers attend all performances, social events, and team trips.
- Managers are responsible for upholding the standards of the Trojan Belles handbook. They are an important part of the Belle organization and are held to the same expectations as performing members. Managers CAN receive demerits. Please see the disciplinary section of the handbook for more information.
- Managers are invited to participate in all fundraising activities (poinsettia sales, etc.) to help earn funds for contest travel, team trips, etc.

ARE YOU A CLASSY LADY?

A classy lady. . .

- . . . respects the feelings and opinions of others and thinks before she speaks.
- . . . is well-mannered, courteous, knows proper etiquette, and has respectable moral values.
- . . . dresses tastefully and appropriately.
- . . . does not overdo her makeup, but keeps it simple and lets her true beauty shine through.
- . . . does not need, or use, swear words and bad language to express herself.
- . . . is careful not to offend the sensibilities of others.
- . . . tries to do her very best at all times.
- . . . knows the meaning of good sportsmanship and displays it in competition and in life.
- . . . is respectful of her fellow competitors and never belittles her opponent.
- . . . accepts defeat with grace, dignity, and style, knowing she did her best.
- . . . never openly displays resentment.
- . . . is humble and never acts arrogant in victory or boasts of her own accomplishments.
- . . . takes no pleasure in others' misfortune.
- . . . gives generously of her time and talents to others.
- . . . acts in a mature and responsible manner.
- . . . wins respect from all who know her.
- . . . is a woman who is admired and whom others want to emulate.
- . . . stands out head and shoulders above the rest.

Trojan Belles Handbook Contract

As an Anderson High School Trojan Belle, I, _____, recognize that I set an example for others to follow. High standards are expected of me. I have read and understand my responsibilities to abide by the policies set forth in the Anderson High School Trojan Belles Dance Team Handbook 2019-2020.

Belle Signature

Date

I, _____ have read and acknowledged the Anderson High School Trojan Belles Dance Team Handbook 2019-2020. I am fully aware of what is expected of my daughter as a member of the Trojan Belles Dance Team.

Parent/Guardian Signature

Date

A signed copy of this document must be on file before participation in any Belles function or performance. **DUE MONDAY, May 13th at the beg. of practice**