

# **PBT INDEPENDENT SCHOOL DISTRICT**

## **Cheerleader and Mascot Constitution**

### **Grades 7-12**

#### **PURPOSE**

The purpose of the Cheerleaders shall be to represent Pecos Barstow Toyah ISD through precision cheer, promote and uphold school spirit, and to build relationships between schools.

#### **MEMBERSHIP RESPONSIBILITIES**

##### **I. REQUIREMENTS**

- A. It is mandatory that all Cheerleaders attend summer cheer camp at their own expense.
- B. It is mandatory that all Cheerleaders attend all football games (including play-off or rescheduled games), pep rallies and other activities designated by sponsor and/or principal.
- C. It is mandatory that all Cheerleaders attend all fundraising events and other public appearances or obligations designated by the Sponsor or Administrator. Failure to appear will result in demerits.
- D. Varsity squad candidates must currently be classified as a Junior (Grade 11), or sophomore (Grade 10).
- E. Junior Varsity squad candidates must currently be classified as a freshman (Grade 9) or currently classified as 8<sup>th</sup> grade student and be eligible for promotion to the 9<sup>th</sup> grade. Candidates that are placed in the 9<sup>th</sup> grade are ineligible to participate.
- F. Middle School Candidates must currently be eligible for promotion to the next grade level.
- G. Candidates must be hard working, take direction from the head cheerleader and/or cheer sponsor, and be willing to cooperate with members of the squad.
- H. Mascot candidates must be a sophomore (Grade 10) or a junior (Grade 11).

##### **II. PRACTICES**

- A. Attendance is required at ALL SUMMER PRACTICES prior to camp and the beginning of the new school year.
- B. The sponsor will decide upon the regular practice schedule.
- C. Where conflict occurs between two or more sporting events, the sponsor or the principal will determine the appropriate action.
- D. If the Cheerleader works, the work times must be scheduled around Cheerleader activities. Going to work does not constitute an excused absence from a practice, game, or pep rally.
- E. Cheerleaders must not schedule college courses at times that could interfere with any Cheerleader event, practice, or activity.
- F. Attendance at practices is mandatory the entire scheduled year.
- G. Cheerleaders will not leave a practice without permission.
- H. Cheerleaders must EVENLY divide time with other organizations and activities that they participate in during the school year. The Cheerleader sponsor and coach/sponsor of other organizational activities will work out a schedule to share time with the student. The student will be notified of a schedule. It is then the student's responsibility to inform each coach at

practice when release times occur. Only games and competitions are excusable from practice.

- I. If a cheerleader misses a complete practice or the majority of a practice, she will not participate in the pep rally or half time performance for that week.
- J. Mascot practices will be determined by the sponsor in regards to the need of the position.

### **III. GAMES/PEP RALLIES**

- A. The cheer sponsor will schedule all pep rallies, games, competitions, and other required events.
- B. All cheerleaders are responsible for the school song, fight song, and all other activities designated by cheer sponsor.
- C. It is mandatory that all cheerleaders attend ALL football games, home basketball games, competitions and other activities designated by the cheer sponsor and/or campus principal.
- D. Cheerleaders will not leave a game without permission.
- E. It is mandatory that all cheerleaders perform at competitions designated by the cheer sponsor and/or campus principal unless other arrangements are made.
- F. It is mandatory that all cheerleaders attend the designated cheer camp during the summer.
- G. If during a game a cheerleader has to be told more than once to cheer, he/she will sit down or be sent to the stands.
- H. Cheerleaders may be removed from performing in the event that there is a visible hickey.
- I. If a cheerleader displays an attitude during a game, pep rally, or performance, he/she will sit down or be sent to the stands for the remaining of the game.
- J. At each football game, the squad is required to do the following:
  - 1. No less than 3 cheers every quarter
  - 2. No less than 10 chants every quarter
  - 3. No less than 5 cheer/chants with stunts each half (can be in the required cheer/chant number)
  - 4. Show spirit after every cheer/chant.
- K. At each football game, all cheerleaders will be required to do the following:
  - 1. 5 jumps each quarter
  - 2. Show spirit after every cheer
  - 3. If a tumbler, the cheerleader must tumble no less than 1 time each quarter.
- L. If a cheerleader does not fulfill the requirements designated for the game, he/she will sit down or be sent to the stands during the following game or pep rally.
- M. The sponsor, at her discretion, may make cuts for any performance.
- N. All mascot performances must be approved for content and length by the sponsor.

### **IV. UNIFORMS**

- A. Cheerleading uniforms ONLY will be provided by the school. This will include the skirt, shell and under armor.
- B. All school purchased uniforms must be returned to the sponsor at the end of the season.
- C. All additional personal items and camp wear must be purchased by the parents.
- D. When traveling to out of town games, all cheerleaders must wear uniforms/clothing designated by the sponsor.
- E. Uniforms are not to be worn except at games, pep rallies, and competitions unless the cheer sponsor gives permission.
- F. Uniforms are not to be worn by anyone but the cheerleader.

- G. Cheerleaders must be in full uniform for all events. The complete uniform includes: shell, skirt, bloomers or briefs, socks, shoes, and pom-poms. In addition, full uniform also encompasses ribbons, hair clips with hair worn according to sponsor instructions. Each cheerleader should have with him/her at all times: body liner, warm-ups, and rain coat.
- H. Jewelry is not to be worn during practice, games and/or pep rallies
- I. All cheerleading accessories will be standardized. Each squad will be required to wear and maintain their accessories for the duration of their use.
- J. It is at the discretion of the cheer sponsor whether or not a new uniform is necessary at the end of each year cycle.
- K. Replacement costs as a result of loss or damage is the responsibility of the parent/guardian.
- L. Mascots will be required to wear the mascot costume according to the guidelines set by the sponsor dependent upon conditions of the event. They will also be required to purchase camp wear and accessories as appropriate to match the cheerleading squad.

## **V. TRIPS**

- A. Cheerleaders must travel to and from away games by school transportation provided by the school.
- B. Permission to leave any activity with a parent/guardian will be granted by the parent/guardian approaching the cheer sponsor and signing the student out. Permission for a student to leave any activity, with anyone other than the parent/guardian, requires a note written and signed by the parent/guardian that is approved by the campus principal, in addition to a verbal consent by phone call to the cheer sponsor prior to the event.
- C. Transportation that has been approved by the principal will be provided by the district if no buses are available.

## **CONDUCT AND DISCIPLINE PROCEDURES**

### **I. CONDUCT**

- A. Since the conduct of the Cheerleaders reflects on the student body, teachers and administration, Cheerleaders shall conduct themselves properly at all times while in attendance at school and school-sponsored activities as official student representatives of the school.
- B. Cheerleaders should not display bad habits such as smoking, drinking, drug use, or using improper language while in attendance at school and school-sponsored activities. These will warrant dismissal from the squad.
- C. Cheerleaders must display good sportsmanship at all times.
- D. Conduct in and outside the classroom must be exemplary to other students. Inappropriate conduct in the classroom or at school will result in dismissal from the squad.
- E. Each Cheerleader social network including but not limited to facebook, snapchat, etc. may not demonstrate any behavior that is unbecoming to the Cheerleaders or the program.

### **II. DEMERITS**

The purpose of this section is to encourage Cheerleaders to do their best at all times.

A. Cheerleaders may be given demerits for inappropriate conduct, not following school or Cheerleader rules, or school discipline reasons. The following are descriptions of demerits as well as the value of each:

Conduct	15	
Suspended from school	12	
Assigned to ISS	12	
Cheating	12	
Student displaying hickeys	12	
Inappropriate pictures, videos, or comments on social networks, email, public sites, etc. resulting in defamation of school, district and/or squad character	10	
Disrespect to Cheerleaders, sponsor, or school personnel	10	
Receiving an office referral	10	
Refusal to follow directions	5	
Refusing to perform cheer or dance	5	
Improper conduct at game and/or practice	5	
Receiving an unsatisfactory in conduct	5	
Inappropriate Public Displays of Affection	5	
Not paying attention to officers at football games or pep rally	3	
Not having equipment/uniform at practices/games/pep rally/performances	3	
Failure to follow dress code	3	
Failure to follow school policy.	3	
Not fulfilling designated duties for games, pep rallies, Practices, and/or fundraiser		3
Required persons not attending mandatory meetings (without notification).	3	
Not turning in forms or money on time.	3	
Out of location during game or pep rally.	3	
Inappropriate make-up to performance/game/pep rally.	3	
 <u>Absences/Tardies</u>		
Absence from game or pep rally without notification	10	
Absence from game or pep rally with notification	5	
Absence from practice without notification	7	
Absence from practice with notification	3	
Absence from fundraising event without notification	5	
Absence from fundraising event with notification	3	
Absence from mandatory without notification	3	
Late to game or pep rally without notification	5	
Late to game or pep rally with notification	3	
Late to game after 3 <sup>rd</sup> Quarter	3	

\*\*Merits may be offered to the squad at the sponsor's discretion.

\*\*Absences from game or pep rally for other school related events that have been agreed upon prior to the event by the coach/sponsor for both groups will result in no demerits given. However the cheerleader may be removed from performances due to inability to prepare as a team. Cheerleaders are responsible for communicating this to both coaches/sponsors.

\*\*With notification requires that the SPONSOR be told **at least one day** in advance (before the game, pep rally or practice) that the Cheerleader will be absent or late to the event. Without notification constitutes informing the sponsor **the day of the event or after the game, pep rally, or practice has begun or not informing the sponsor at all. A candidate will be considered late if they arrive 10 minutes or more past the DESIGNATED meeting/game/practice time.**

\*\*No Demerits will be given if documentation is provided in case of severe illness, if the student attends a funeral, or in case of a family emergency. (The Cheerleader Sponsor must be notified ASAP)

### III. SUSPENSIONS/DISMISSAL/DISCIPLINE MANAGEMENT

- A. Cheerleaders will follow the demerits guidelines or face disciplinary action from the Cheerleader sponsor and/or the principal.
- B. The following violations shall result in suspension from the line:
  - 1) Reaching -12 demerits
  - 2) Placed in ISS or suspended from school for disciplinary reasons.
- C. Cheerleaders will be suspended for a period of 2 games (including pep-rallies) if she accumulates -12 demerits.
- D. The following violations shall result in automatic dismissal from the Cheerleaders:
  - 1) Reaching -20 demerits
  - 2) Placement into ISS twice within the semester.
  - 3) Two suspensions from school for disciplinary reasons.
  - 4) Failure of two subjects for any grading period
  - 5) Failing a subject for two consecutive grading periods.
  - 6) Any disciplinary action requiring AEP Placement or expulsion.
  - 7) Proof of use of alcohol or drug related products on or off campus.
  - 8) Committing a felony/Being arrested.
  - 9) Proof of inappropriate behavior resulting in defamation of school, district and/or squad character.
- E. The following shall prevent a student from participating the following year:
  - 1) Credits fall below required amount for eligibility
  - 2) Cheerleader quits during the year
  - 3) Expulsion from school
  - 4) Students in DAEP may not try out for Cheerleader during term of placement.
  - 5) Being dismissed from the line for demerits or discipline.

#### **IV. RECORDS AND ACCOUNTING PROCEDURES**

The cheer sponsor shall be responsible for all records associated with the squad. The sponsor will maintain discipline records and communicate behaviors and consequences to the principal, cheerleader, and parents. The sponsor shall maintain accurate financial records of all fundraisers, purchases, and expenditures.

- A. No order shall be processed by unauthorized personnel. Only authorized administrators and the business office may process orders.
- B. No order shall be processed without a signed purchase order approved by the authorized administrator and the business office.
- C. No order shall be processed until each cheerleader has paid in full and the appropriate activity fund has a sufficient balance to cover the expenses.
- D. Each Cheerleader shall have a separate account which documents the date, amount, and number of payments received.
- E. Checks will be accepted on amounts less than \$100. Any amount over \$100 will require a cash, a cashier's check, or a money order made payable to the PBT ISD Cheerleaders.
- F. Fundraisers are limited to activities that do not require the purchase of a product from a promotional company.
- G. Cheerleaders will be notified well in advance of any due dates for payment for cheerleader supplies.
- H. Payment dates may be set up if sponsor chooses. If a cheerleader does not pay the required payment amount by the designated final date, he/she will be removed from the squad.

#### **CHEERLEADER SELECTION CRITERIA**

##### **I. TRYOUTS**

- A. Tryouts will be held early spring as athletic and extracurricular calendars allow.
- B. Tryouts will be held at the high school gym for all squads.
- C. Candidates for all squads will perform a cheer for tryouts.
- D. Video tryouts may be approved by the principal ONLY for extreme medical reasons, death of family member, and/or a conflict with another school related event. The procedure for this tryout will be identical to the in-person tryout process and will be videotaped/conducted by school administration. The cheerleading coach will not be involved in this process.
- E. To the greatest extent possible, tryout material for all the squads will be choreographed and instructed by an outside source from the Universal Cheerleader Association that is not nor has been connected with a gym or school in our area within a 60 mile radius.
- F. Tryouts are CLOSED. Attendance is limited to candidates, judges, and administration. Cheer sponsors will have NO contact with the judges and will remain in the parent holding area or off campus until the judges have left the premises.
- G. Pecos-Barstow-Toyah Independent School District will cover the cost of the instructors and judges for the tryout process.

- H. Candidates who are expelled may not try out for cheerleader during the term of expulsion.
- I. Students in DAEP may not try out for cheerleader during the term of placement.
- J. Candidates must complete the tryout registration process within the designated time period as designated by the sponsor.
- K. Candidates must attend a tryout meeting with a parent/guardian signing all required forms necessary for tryouts including the constitution.
- L. All candidates MUST attend the tryout clinic. If there is a school related conflict, death in the family or severe illness, the administration may agree that the tryout routine be videotaped. The candidate is still responsible for all parts of the tryouts regardless of their attendance in person.
- M. Mascot tryouts will be conducted in the same manner but content to be judged will be determined prior to tryouts and will be distributed prior to tryouts in a mascot packet.

## II. CHEERLEADER/MASCOT SELECTION PROCESS

- A. The number of cheerleaders per squad shall consist of:
 

Varsity	8
9 <sup>th</sup> /Junior Varsity	8
8 <sup>th</sup> Grade	6
7 <sup>th</sup> Grade	6
Mascots	1 per squad
- B. Candidates will be given a number and must appear in the appropriate tryout attire.
- C. Three independent judges will conduct the cheerleader tryouts. If tryout dates for high school and middle school are the same, the same judges will judge both tryouts. The judges will be affiliated with the Universal Cheerleader Association. To the greatest extent possible, the judges chosen will not be connected with anyone in our area within a 60 mile radius. They will be obtained through the West Texas Regional Director for UCA. Only administrators will be allowed contact with judges before, during, and after tryout.
- D. Each judge will enter a score for each participant. This will give each candidate three scores based on the judge's decision. The administrators will then take the three judges scores and total them together for each candidate. The student score will then be added to the total judge's score for each candidate.
- E. The top scores will be used to fill the available number of positions. In the event of a tie, the candidate with the highest grade point average will be selected as a cheerleader(s).
- F. The maximum possible score for a candidate is 325 points.
- G. The decision of the judges will be final.
- H. In the event a cheerleader leaves or is removed from the squad after tryouts, this position will be filled by the candidate with the next highest score. Cheerleaders will be replaced only as time permits them to obtain camp clothes and a uniform, and to participate in cheer camp. Cheerleaders will not be added after this time.

I. Cheerleader candidates will be judged on the following criterion:

- |                          |         |
|--------------------------|---------|
| 1) Spirit and Enthusiasm | 20 pts. |
| 2) Jumps                 | 20 pts. |
| 3) Motion and Technique  | 20 pts. |
| 4) Voice and Projection  | 20 pts. |
| 5) Overall Appearance    | 20 pts. |

(For the tryout of a male candidate, the overall appearance—20 pts will be replaced by a stunt for the 20 pts.)

J. Mascot candidates will be judged on the following criterion:

- |                             |         |
|-----------------------------|---------|
| 1) Spirit and Enthusiasm    | 20 pts. |
| 2) Routine                  | 20 pts. |
| 3) Motion and Technique     | 20 pts. |
| 4) Originality/Crowd Appeal | 20 pts. |
| 5) Overall Appearance       | 20 pts. |

## II. Student Score

Each candidate will be given a student score. The candidates will be made aware of his/her student score prior to tryouts. This score will be based on tardies, grades, unexcused absences, and discipline referrals. The information will be obtained from the first semester only and will include all classes the candidates are enrolled in for the semester. Candidates will have the opportunity to earn 25 points which will be added to their final cheer score. They will accumulate points until the end of the first semester.

Points will be added as follows:

### Grades:

All A's-----5 pts.

A's & B's-----4 pts.

A's, B's & C's-----3 pts.

Any D's or below—0 pts.

### Tardies:

0 Tardies-----5 pts.

1 tardy-----4 pts.

2 tardies-----3 pts.

3 tardies-----2 pts.

4 tardies-----1 pts.

5 tardies-----0 pts.

**Discipline Referrals:****None-----10 pts.****1-----5 pts.****2-----0 pts.****Unexcused Absences:****1-2 Unexcused Absences----5 pts.****3-6 Unexcused Absences-----3 pts.****>6 Unexcused Absences-----0 pts.**

- A. Mascots will have a student score exactly as outlined for cheerleading candidates.
- B. Optional Follow- Up Meeting

At the parent's request, a follow- up meeting will be provided on the Monday following tryouts. The optional meeting guidelines are as follows:

- a. Meeting is on an individual basis and must be requested by the parent
- b. Cheer coach will explain results;
- c. Cheer coach will provide direction and other options (if available).
- d. Administration must be present for this meeting.

**III. CHEER CAPTAIN SELECTION PROCESS (Varsity Only)**

Captain candidates must have been a cheerleader the previous year. The varsity candidates must have been a varsity cheerleader the previous year.

- A. Candidates for captain will meet with the sponsor following tryouts. They will submit a packet of required information to be judged by a panel of administrators. The folders will be ranked and a candidate will be named captain. The captain folder requirements may vary and will be determined by the sponsor. In the event of the original captain being dismissed, the next highest ranked candidate will fill the position.
- B. Candidates for JV and Varsity captain positions will be responsible for the following in order to try out for captain:
  - 1) Answering a series of questions asked by the administration panel
  - 2) Demonstrating/explaining a series of scenarios for the judges
  - 3) Having a folder and its required contents to present to the administration panel (required content material will be given to the candidates when they sign up for tryouts).

**IV. DUTIES OF THE CAPTAINS**

- A. Lead each practice and ensure that practice begins on time.
- B. Communicate openly with the cheer sponsor about developments, ideas, or conflicts with the squad and its activities.
- C. Provide correct and complete information to all cheerleaders and cheer sponsor about game times, locations, uniforms, and activities related to games, pep rallies, and other activities designated by sponsor and/or principal.

- D. Ensure the integrity of the squad by working with the cheer sponsor to prevent openly offensive, suggestive or lewd dances and cheers at all events.
- E. Other duties as assigned by cheer sponsor and/or principal.

## **OTHER PROCESSES OR EVENTS**

### **I. AWARDS**

- A. Cheerleaders will be recognized at the Spring Athletic Banquet.
- B. Varsity cheerleaders will be eligible for a letter jacket after serving a full football season on varsity.

## **PARENT/GUARDIAN ACTIVITIES**

### **II. PARENT/GUARDIAN CONFERENCES**

Parents/ guardians seeking consultation with the cheer coach about issues taking place with the cheerleading squad must schedule a conference. The conference must be in the presence of an administrator. No parent/guardian is to approach or address the cheer coach at a practice session. If a parent/guardian attempts to consult the cheer coach at a practice session, that parent/guardian will be asked to leave the premises.

### **III. PARENT/GUARDIAN ATTENDANCE AT CAMP**

Parents/guardians may come to Cheerleader Camp; however due to camp safety rules and regulations they are not allowed on the floor of the hotel with the cheerleaders or in the cheerleader rooms. Parents may not observe or interact with the cheerleaders at camp except for during the designated times. The camp provides observation times when parents/guardians are allowed to view activities and interact with the cheerleaders. The cheer sponsor will notify parents in advance of cheerleader camp schedules and at what times they are allowed to view the activities taking place. This is just to ensure the safety and concentration of the cheerleaders as well as the opportunity for team building with the group.

### **IV. MASCOT**

Mascots will follow all areas of the constitution that apply to their position. Any variation will be determined prior to tryouts and communicated with parents/guardians.

