

Angleton ISD

Fine Arts Handbook

Goals

Expectations

Requirements

General Policies



*The purpose of this handbook is to ensure that the AISD Fine Arts Programs runs smoothly, are fair to all students, and provide for all students an outstanding fine arts education and experience. These expectations and policies are based on the following assumptions:*

- All students want to experience success
- All students want to be involved in a program in which they can take pride
- All students are here to learn and to grow as young artists
- All students want organization, clear instructions and consistent expectations

### **Purpose and Benefits of Fine Arts**

The Fine Arts programs in AISD provide a positive and challenging environment as well as frequent performance opportunities for AISD students. AISD Fine Arts programs also provide an artistic outlet for students to help develop the whole person. The benefits of involvement in the fine arts are thoroughly well researched and documented. Student involved in the arts consistently have higher grades, higher standardized test scores, have fewer discipline issues, and are better campus citizens.

**However, we believe that the most important purpose and benefit to Fine Arts in AISD do not happen on the stage, concert hall, or contest. What our main purpose and the most beneficial is the citizenship and leadership skills (soft skills) that our students learn when working over long periods of time with other students toward a major goal. Colleges and businesses have begun to see that applicants who have years of Fine Arts involvement know how to work with others and can better handle stressful and competitive work environments, and want these students in their program or business.**

The AISD Fine Arts programs train students to be successful adults.

## **Auditions and Prerequisites**

Some AISD Fine Arts courses/programs have prerequisites in order to enroll in the class or participate in the specific program. Others have an audition process in addition to prerequisites. These requirements are listed in the AISD Course Selection Guide and addressed in detail in specific program Addendum.

## **Fine Arts Code of Conduct**

Students involved in AISD Fine Arts organizations will adhere to the AISD Code of Student Conduct. Participation in Fine Arts is a privilege. AISD Fine Arts students are expected to conduct themselves with a high degree of integrity and honor, and will be held to a higher standard.

AISD Fine Arts students will always treat each other, AISD staff, parent volunteers, and guests with a high level of respect and courtesy. AISD Fine Arts students will be positive role models in their program and on their campus. AISD Fine Arts students will demonstrate commitment and strive to achieve a level of professionalism that reflects the love of their art.

## **Commitment and Citizenship**

A major key to any group being successful is the level of commitment that each student has toward the other students in the group. Becoming a member of any group implies an agreement with that group's mission and goals, an acceptance of the expectations of the group, an awareness and acceptance of the group's calendar, and most importantly, a commitment to the other students in the group. Students should strongly consider the above *before* becoming a member of a Fine Arts group.

Fine Arts programs in AISD are set up to experience continual growth and development. Students are expected to continue their membership from semester to semester and year to year so that both they and the group can continue this growth in an uninterrupted manner. Students who leave a program and then attempt to rejoin will either have to go through a re-entry program or be prohibited from re-entry due to these expectations. See the specific program's Addendum for that program's re-entry policy or prohibition.

In addition to commitment, Fine Arts students are expected to be positive contributors to their group. Successful groups have student members who are supportive of other students and encourage other members to achieve the goals of the group. Students who cannot support other students and remain a positive asset to the group need to strongly consider their membership in the group *before* accepting a position. Students who become a negative influence will be subject to removal.

Desire to belong to a group must also have a willingness to put the needs of the group over the self. The policies and procedures of AISD Fine Arts groups will be fair to all students while at the same time putting the needs of the group first.

Students and parents are advised that there are courses at both the junior high and high school that fulfill Fine Arts requirements and do not have this level of commitment.

## **Attendance**

Students involved in AISD Fine Arts programs and their parents must understand that their attendance affects every other member of the organization. When a student is absent from a rehearsal it has a significantly negative impact on other students and the program.

Rehearsal schedules are publicized in advance and students who expect to participate in a Fine Arts organization must plan accordingly.

Performances are the final product of long term planning and effort. Group placement and part assignments are made in advance based on the performance needs of the group. A non-emergency absence from any performance is extremely detrimental to other students and the group as a whole, and will not be tolerated. Each Fine Arts group will publish a rehearsal and performance calendar well in advance to the start of each season/school year. Students, and their parents, wishing to be a part of a Fine Arts group must be willing to commit to the rehearsal and performance expectations *before* accepting a position in the group.

Students who cannot fulfill the attendance expectations and responsibilities of their group will face removal from the program.

## **Curricular and Extra-Curricular**

Fine Arts organizations have activities that fall into both Curricular and Extra-Curricular categories. Curricular activities are those that involve either an extension of the classroom (rehearsals) or involve course objectives that can only be met outside of the classroom (public performances). Extra-Curricular activities involve a competitive component such as ratings or placement (see Academic Eligibility below for more details).

Curricular components of a program may be graded in order to assess the fulfillment of course objectives. Extra-curricular components that are required for members of an organization may be graded for participation. See specific program Addendum for details.

## **Participation in Other Groups/Organizations**

Students are encouraged to be involved in other AISD activities and organizations. Involvement in these activities and organizations in no way exempts students from their responsibilities to their Fine Arts group. The key to successful participation in multiple groups is for the students and parents to be aware of the calendars for both groups, and for the students and parents to communicate early and frequently in order to appropriately work around a conflict. If a conflict cannot be resolved by schedule adjustments or other means, AISD staff members will make the final decision as to the resolution of the conflict.

AISD Fine Arts organizations will take priority over non-AISD organizations.

## **Fees**

Most AISD Fine Arts programs have some fees relating to membership or contest entries. Where every effort is made to keep costs down, some expenses are set by UIL and other entities. These fees must be paid and must be paid in advance. Students must pay these fees prior to the start of the group's season.

Some fees and expenses can be offset by the fundraising efforts of students and booster organizations. Students and parents are encouraged to participate in these fundraising programs to help keep costs down.

Funds that remain unused upon graduation or program departure *may only be transferred to a sibling in that same program*, and only after a request is made to the sponsor in writing.

Students who withdraw or are removed from a program will forfeit all fees paid to that program.

## **Academic Eligibility**

Although some activities and events for the various Fine Arts programs are curricular and therefore not affected by TEA/UIIL eligibility requirements, many activities and events do fall under these eligibility requirements. These activities have eligibility requirements when:

- (A) the activity is competitive (ratings or places);
- (B) the activity is held in conjunction with another activity that is considered to be extracurricular;
- (C) the activity is held off campus, except in a case in which adequate facilities do not exist on campus;
- (D) the general public is invited; or
- (E) an admission is charged.

### **Exception:**

*From the TEA/UIIL Side-By-Side: 2) A student ineligible to participate in an extracurricular activity, but who is enrolled in a state-approved course that requires demonstration of the mastery of the essential knowledge and skills in a public performance, may participate in the performance subject to the following requirements and limitations.*

*(A) Only the criterion listed in paragraph (1)(D) of this subsection applies to the performance.*

*(B) The requirement for student participation in public is stated in the essential knowledge and skills of the course.*

Students are expected to maintain passing grades in all of their classes and must understand that their eligibility affects every other member of the organization. When a student becomes ineligible it has a hugely negative impact on other students and the program.

Students who become ineligible will forfeit their position/role during the period of ineligibility and may lose or not be permitted to regain that position/role when eligibility is regained. Issues with eligibility will have an impact on future position/role assignment considerations.

## **Equipment and Facilities**

We are very privileged in AISD to have the equipment and facilities that we have. The expectation for students involved in AISD Fine Arts programs is to use the equipment and facilities responsibly and with respect. Students will properly care for and respect all

equipment, whether or not specifically checked out to the student. Students will properly use all facilities and furniture for the intended purpose of same. Intentional abuse or willful neglect of any equipment, furniture, or facility will result in dismissal from the program, and the student will be responsible for the cost of repair or replacement.

Please see the Addendum for specific program procedures and policies regarding equipment and facilities.

## **Off Campus and Overnight Trips**

The AHS Code of Student Conduct is in effect during all off campus travel. Students involved in AISD Fine Arts groups are expected to behave with a high degree of integrity and honor and will be held to a higher standard. Students are to understand that they are traveling as a group and are representing their organization that has worked very hard to achieve success. They are also representing their school and the Angleton community. Students are expected to behave with the dignity that goes along with the long and diligent effort to achieve success.

The AISD Code of Student Conduct and Dress Code will be in effect during all off campus travel. Some variation to the dress code may be made under special circumstances, such as while visiting a water park. These circumstances will be spelled out by the organization in specific trip information or in the program's Addendum to this document.

Any criminal acts (theft, vandalism, possession of drugs/alcohol, etc.) while on any off campus travel will be immediately handed over to local authorities. The group's sponsor will then contact the campus administrator and parent/guardian. At that time arrangements will be made for the parent/guardian either to pick up the student or to arrange a flight home at the parent/guardian's expense. Students guilty of criminal acts while on any AISD trip will forfeit participation in future AISD sponsored trips.

The primary purpose of all trip rules and procedures is to keep all students safe. Students traveling with any AISD group are acknowledging their responsibility to follow all rules and procedures. Check-in and curfew times are critical to the safety of the students and must be taken seriously. Any failure to check in or make curfew will be treated as a serious offense and may result in the student being sent home at the parent/guardian's expense. The student will face disciplinary action upon returning to campus.

Students are to understand that chaperones are present for the *safety of the students* and to help ensure that the trip runs smoothly. Chaperones are to be treated as an extension of the authority of the sponsor. All requests and instructions given by official chaperones are to be followed immediately. Any disrespect shown to a chaperone or failure to comply with a chaperone's instructions will be treated as insubordination and the student will be written up upon returning to campus. Serious infractions may result in a student permanently losing the privilege of traveling with any AISD Fine Arts group to **any** event.

While traveling AISD Fine Arts Students will treat all business employees and members of the general public with the utmost respect and courtesy. Students are to be aware that they will not be the only patrons or customers in a business when traveling, and must behave accordingly. Any difficulties should be referred to a chaperone or group sponsor to handle.

These are general requirements regarding the expectations of students while traveling off campus. It is expected that in any situation not specifically outlined in this handbook, or the

addenda that follow, that students will make choices that reflect the standards of Angleton Fine Arts and the maturity that must go along with travel off campus or on over-night trips.

## **Social Media**

Success in any Fine Arts organization depends on a positive group environment and students who are supportive of one another. Any social media or online post, including but not limited to Facebook, Twitter, YouTube, Snapchat, Instagram, KiK, Tumblr, by students involved in AISD Fine Arts which are demeaning or insulting to other students, disparaging to the program or sponsors, or are disparaging to other school programs, will be treated as harassment and turned over to AISD Administration for investigation. Demeaning or insulting social media posts are cause for immediate removal from the program. Photos or videos posted online that involve the use of alcohol, drugs, illegal paraphernalia, or lewd behavior are also cause for immediate removal.

## **Hazing**

Any act, occurring on or off campus, by one person alone or acting with others, directed against a student that endangers the mental or physical health or safety of a student for the purposes of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization. Consent to the act does not excuse the student of responsibility for the misconduct.

1st Offense: suspension for the **remainder of the current season** from all Fine Arts performances or AISD sponsored events once the violation is reported to and discussed with building principal, and deemed as such by definition. If the initial offense is deemed serious enough for the student to be placed in suspension or an alternative class, the student cannot practice, rehearse or perform with the group during said suspension. The student may permanently lose leadership/officer status.

2nd Offense: One (1) year suspension from all performing groups and extra-curricular activities in AISD

3rd Offense: Permanent suspension from all performing groups and extra-curricular activities in AISD

## **Serious Violations**

Any Level IV drug and alcohol-related violation or felony, regardless of where the infraction occurs, will result in suspension from Fine Arts for the remainder of the school term and lose any leadership/officer status. Students who commit a Level IV drug and alcohol-related violation or felony during the summer break will be suspended for the fall semester and lose any leadership/officer status.

A second Level IV violation will result in a suspension of one calendar year from the date of the second incident. Any second violation during grades 7-8 will result in a one-year suspension. After the first offense in high school, a second violation during the high school years (9-12) will result in a one-year suspension.

Any behavior that falls into a Level V category requires mandatory expulsion from school sponsored/school related activities. Fine Arts students involved in a Level V infraction will automatically be suspended from the Fine Arts program for a period of one calendar year from the date of the incident and lose any leadership/officer status.

Upon completion of suspension from the Fine Arts program, students who desire re-entry into the program must meet with the sponsor and the building principal, and be accompanied by their parent/guardian. At this meeting, a probationary contract will be developed outlining the requirements for re-entry. If all parties agree to the contract, as evidenced by their signatures, the student will be allowed to re-enter the program on a probationary basis. Any further violation of any requirement will result in permanent removal.

## **Removals**

Removals are a rare and highly unfortunate occurrence. A removal will occur when a student has by their actions demonstrated a lack of commitment; a high level of disrespect to other students, the program, the equipment, or a facility; violated a policy or law while on a trip; or they have become a consistently negative influence on other students in the program.

Examples of cause for removal:

Un-excused rehearsal absences	Un-excused performance absence
Harassment/Bullying/Assault	Negative Social Media/Online posts
Mistreatment of equipment/facility	Theft
Repeated Eligibility Issues	Violations while traveling
Failure to pay fees	

Sponsors will conference with students and parents when behaviors or attendance become an issue, and provide a warning. The causes for removal are listed here and in the specific program Addendum and students are expected to be aware of the program's expectations to avoid these situations. Serious violations will be immediate and not involve any warning. All removals will be done in writing and documentation presented to the campus Principal. Students removed from a program will forfeit all fees or dues paid to or through the organization.

Students who are removed may go through the specific program's Re-entry process the following school term.

## **Conflict Resolution and Appeals**

AISD Fine Arts sponsors will follow this handbook and policies stated in the specific program Addendum. Students will also follow this handbook and policies stated in the specific program Addendum. If a concern or conflict arises, the student should first re-examine both this handbook and the specific program Addendum before contacting the sponsor. If there is still a concern the student should contact the sponsor and an effort made to address the concern. If the concern is not resolved, the student should then go through the campus Assistant Principal that is over that campus' Fine Arts Department.

Appeals relating to any action taken by the sponsor will follow this same process (FNG/Local).



## **Situations not Specifically Covered**

Any situation not specifically covered by this handbook or the specific program addendum that follows will be reviewed before any action is taken. Any action will then be based on 1) applicable laws, 2) AISD policy, 3) what is best for the organization, 4) what is best for the student.

## **Parents and Parent Volunteers/Chaperones**

Parent involvement in AISD Fine Arts programs is encouraged and highly valued. Parental involvement and interaction are keys to the success of all of the Fine Arts programs. Parents are encouraged to be involved and communicate with sponsors. Parents should not communicate concerns or address conflicts at public performances. Concerns need to be addressed in writing or during a conference where the necessary privacy may be observed.

To volunteer or chaperone parents must first complete the AISD Volunteer form and clear the background check. This background check must be done each year and parents are encouraged to submit the online form in early August so that they can be cleared before the school year begins. This form is available on the AISD Home Page via the Volunteer@AISD link.

Parents serving as chaperones are to aid in assuring the safety of the students and to assist with activities during the trip. While on any district travel, chaperones must observe the same expectations as the staff, namely follow the district dress code; no visible use of tobacco products; no visible consumption of alcohol; no possession of non-prescription drugs or any contraband items, and no lewd behavior. Just like the staff, chaperones are being watched by students and need to set the best of examples.

## **Fundraising**

All fundraising **must be done through the group sponsor or approved booster organization**, and must have **prior approval** through the Assistant Superintendent's office. All organizations that fundraise **must** have a member attend the district Fundraising Orientation meeting (held in May or August).

# Angleton Fine Arts

## Handbook Acknowledgement

I/We have read the above rules, procedures and requirements of the Angleton High School Fine Arts Program. I/We understand the above rules, procedures and requirements of the Angleton High School Fine Arts Program and will adhere to these expectations.

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student name (print)

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student signature

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date

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parent signature

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date

*Please complete the above Student/Parent Acknowledgement and return to your program director by Thursday, August 24, 2017. **Students will not be eligible to travel or perform with an AISD Fine Arts Organization until this Acknowledgement is on file.** Note: Students participating in multiple programs need only one copy of this Acknowledgement on file.*