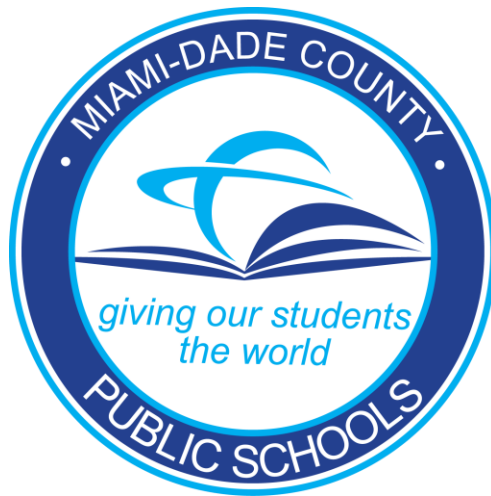


MIAMI-DADE COUNTY PUBLIC SCHOOLS

Division of Athletics, Activities and Accreditation

Performing Group Guidelines



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MIAMI-DADE COUNTY PUBLIC SCHOOLS

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MIAMI-DADE COUNTY PUBLIC SCHOOLS

School Operations Division of Athletics, Activities and Accreditation

9040 S.W. 79th Avenue
Miami, Florida 33156
Office: 305-275-3715
Fax: 305-275-3721

Mr. Steffond L. Cone
Assistant Superintendent
305-995-7415

Mr. George A. Núñez
Administrative Director
305-275-3715

Ms. Susan Giro
Instructional Support Specialist
305-275-3708

Ms. Anthony Cancio
Assistant Business Manager
305-275-3714

Performing Group Guidelines

The intent of these guidelines is to assist school staff with the many issues that have arisen related to performing groups. The guidelines are written in a question and answer format to provide a more “user friendly” presentation of the issues.

What is the definition of a performing group?

A performing group is a school sponsored extracurricular activity group, including, but not limited to: cheerleaders, majorettes, dance groups, band, band auxiliary, drill teams, step teams, chorus, drama teams and kick lines.

What is cheerleading?

Cheerleading is an activity whose purpose is to promote and uphold school spirit through leading the spectators at athletic and school functions.

Are cheerleading squads under the auspices of a school's athletic or activities department?

At the senior high school level, it will be at the discretion of the principal to determine if cheerleading will be under the direction of the activities director or the athletic director. Although the Florida High School Athletic Association (FHSAA) recognizes cheerleading as a competitive sport, the Greater Miami Athletic Conference (GMAC) does not. At the elementary and middle school levels, all performing groups will be under the supervision of the principal.

What are the requirements for try-outs for a performing group?

In order to try-out for a performing group (not including cheerleading) the student must have:

- Met the eligibility requirements for extra-curricular activities as specified in Florida State Statutes 1002.20(17) (a).
- Been encouraged to purchase student accident insurance.

No fees, assessments, or agreements for such are to be required of any student, or parent/guardian of a student, trying out for a performing group.

The sponsor of the performing group must submit all rules and regulations for try-outs and participation to the principal for review and written approval prior to their distribution to potential or current group members.

What are the requirements for try-outs for cheerleading squads?

In order to try-out for a cheerleading squad the student must have:

- Met the eligibility requirements for extra-curricular activities as specified in Florida State Statutes 1002.20(17) (a).
- Purchased student accident insurance for interscholastic athletics at the senior high school level. This student accident insurance must be purchased from the school's athletic department.
- Submitted the results of a physical examination using M-DCPS FM-3439 indicating that the student is able to participate in cheerleading (as per FHSAA Policy 33.1.2).

No fees, assessments, or agreements for such are to be required of any student, or parent/guardian of a student, trying out for a cheerleading squad.

The cheerleading sponsor must submit all rules and regulations for try-outs and participation to the principal for review and written approval prior to their distribution to potential or current squad members.

Please note that incoming ninth graders cannot try out or participate in cheerleading until the first day of practice for fall sports of their ninth grade year.

What are the academic, attendance, and conduct requirements for students who participate in a performing group or participate in interscholastic competition?

All interscholastic athletics and school activities are meant to contribute to the overall academic excellence achieved by a student participant. At the elementary and middle school levels, requirements for participation are determined by the principal.

At the senior high school level, the following rules and consequences are seen as the basic conditions that must be met by a high school student who wishes to represent his or her school through interscholastic competitions or performances per Board Policy 5845 – Student Activities (See Appendix A):

1. A student must maintain a cumulative 2.00 GPA or higher as specified by s. 1003.43(1) *Florida Statutes*.
2. A student must receive a minimum 2.00 in conduct each semester.
3. If a student is assigned to Indoor Suspension/School Center for Specialized Instruction (SCSI), he/she will be unable to participate in interscholastic competitions or performances on the weekend.

4. A student who is serving an Outdoor Suspension or assigned to the Student Success Center (SSC) cannot not practice or participate in interscholastic competitions or performances and may be subject to further sanctions or penalties.
5. A student who has a total of eleven (11) cumulative days of suspension (indoor and outdoor/SSC) will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year.
6. A student who has ten (10) or more cumulative absences will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year. (Outdoor suspension is considered an absence.)
7. A student who has twenty (20) or more cumulative tardies will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year.
8. A student must be reported as present for the school day in order to participate in interscholastic competitions or performances, including practices.
9. A student who participates in interscholastic competitions or performances and has not performed at grade level as defined by the Florida Department of Education may seek two (2) hours per week of academic tutoring.
10. Any student who is arrested for conduct occurring on or off school grounds will be prohibited from participating in all interscholastic competitions or performances for a minimum of ten (10) days, including practices.

All senior high school students who are part of a performing group or squad, or who compete in interscholastic competitions, must abide by these conditions; they must sign M-DCPS FM-7155, *Contract for Student Participation in Interscholastic Competitions or Performances*. This form must also be signed by the student's parent or guardian. An appeal process exists for students who reach the maximum number of absences/tardies and still wish to compete or perform. The high school activities director will be able to assist in the appeal process.

What are the governing rules for cheerleading squads?

As per s.1006.18, Florida Statutes, the "Spirit Rules," published by the National Federation of State High School Associations (NFHS), shall be the statewide uniform safety standards for cheerleading. At the senior high school level, a copy of the *NFHS Spirit Guidelines* can be obtained from the senior high school athletic director. Elementary and middle schools can obtain the *NFHS Spirit Guidelines* by going to <https://www.nfhs.org/activities-sports/spirit/>

What are the rules regarding cheerleading pyramids?

According to FHSAA Policy 33.1.1, cheerleaders are prohibited from building pyramids higher than two tiers during any routine in practice or during a performance. School principals are responsible for the enforcement of this regulation.

Who may be the sponsor of a performing group or cheerleading squad?

A certified teacher should be the sponsor of a performing group or cheerleading squad. In certain instances, exceptions may be made. An exception can only be granted by the Assistant Superintendent, School Operations, who can be contacted at 305-275-3715 for further information.

If an outside vendor is to be hired to assist with the performing group or squad, all M-DCPS regulations must be followed. **Only the school** is allowed to directly hire or contract for an outside vendor/instructor. Booster clubs, allied organizations and/or students are not permitted to pay a vendor/instructor directly. A booster club or allied organization is permitted to donate funds to the school to pay for the vendor/instructor. The school will complete an *Agreement for Contracted Services*, FM-2453, to hire the individual as per the *M-DCPS Manual of Internal Fund Accounting for Elementary and Secondary Schools* and pay the individual upon rendering of services as specified in the agreement. Vendor applications can be found at <http://procurement.dadeschools.net/pdf/3921.pdf>

What is the procedure for volunteers who assist with any performing group?

Any adult who is assisting with any performing group must complete the School Volunteer Program registration and clearance process annually. Only approved volunteers will be allowed to assist in activities where students are present. All volunteer applicants will undergo a background check and some will need to be fingerprinted. Until the volunteer process is complete, the person will not be allowed to provide assistance for the school or any school group.

What are the procedures/rules for performing groups/squads for attending practice?

The performing group sponsor must submit a practice schedule and a schedule/listing of all events in which the performing group will be participating to the principal for review and written approval. The principal must give written approval of these schedules prior to the distribution to potential or current group members and/or their parents/guardians.

All practices that are not taking place at the school site must be treated like any other school field trip. Proper field trip procedures and timelines must be followed. Private vehicles may only be used as indicated in the M-DCPS *Field Trip Handbook*. The sponsor must be present for every practice in its entirety. If the sponsor is not present, practice cannot be held.

There are to be no fees, dues or other financial assessments required for any practice.

The sponsor is to keep attendance records for all practices.

What are the procedures/rules for performing groups/squads for attending events and or competitions?

All events that are not taking place at the school site must be treated like any other school field trip. Proper field trip procedures and timelines must be followed.

Private vehicles may only be used as indicated in the M-DCPS *Field Trip Handbook*.

At all competitive events, a student representing his/her school is not permitted to participate with any other team, squad, school or organization.

The use of school uniforms, jerseys, or T-shirts at non-school sanctioned/approved events is prohibited.

Any volunteer who will assist with any event/trip that involves sleeping accommodations and/or a hotel stay must be cleared as Level 2 volunteer which requires fingerprinting. All other volunteers must be cleared at Level 1 which does not require fingerprinting.

The sponsor is to keep attendance records for all events.

What are the rules and regulations regarding fundraising for performance groups/squads?

All procedures in the *M-DCPS Manual of Internal Fund Accounting for Elementary and Secondary Schools* must be followed.

No fees, assessments or agreements for such are to be required of any student, or parent/guardian of a student.

According to the *M-DCPS Manual of Internal Fund Accounting for Elementary and Secondary Schools*, fundraising activities involving students working or providing services for community events or outside business organizations for which compensation, monetary or otherwise, will be given, either to the students or the school, **are not** allowed to be conducted as school-sponsored fundraisers.

The sponsor must ensure that expenses related to performing groups do not hinder a student's ability to participate. Additionally, fundraising opportunities must be provided in a timely manner to provide all students the opportunity to raise any necessary funds. **No student can be forced to fundraise**; however, it is hoped that in the spirit of teamwork all students will choose to raise the money necessary for the funds needed to support performing group endeavors.

What are the rules concerning the recording of student performances to be used as a fundraiser?

Recording of student performances made in school facilities, or at school functions, shall only be used for study purposes and may not be offered for general sale to the public as a fundraiser unless the following provisions are met:

- The principal deems the recording of such performance to be of educational benefit to students.
- For recordings made with school owned equipment (i.e. video production class/group), the materials for the recordings of such events are purchased by the school utilizing available revenue in the appropriate internal fund accounts and following procedures in accordance with the *M-DCPS Manual of Internal Fund Accounting for Elementary and Secondary Schools*.
- Appropriate fundraising policies and procedures and required forms are used.
- Such student performances are limited to the recordings of school ceremonies, school graduations, and school arts performances as allowed by licensing agreements.
- Proper releases, using required forms, must be signed by students and parents evidencing consent to participating in an event that will be recorded, and retained for audit purposes. If individual releases cannot be obtained, proper notification should be visibly posted at the entrance notifying attendees that the event will be recorded.
- For recordings made with school owned equipment, all fundraising proceeds generated from the sale of the recordings will be administered through the school's internal fund and may be utilized to purchase, repair, and maintain recording equipment and related supplies, as well as to subsidize expenditures for student activities of the student group conducting the fundraiser.
- For recordings made by vendor, all bid and contract requirements must be met.

Compliance with copyright requirements applying to recordings or compositions not in the public domain is the responsibility of the school, college, or educational organization under whose auspices the recording is made.

What information should be provided to the parents/guardians of performing group members?

The sponsor must provide parents/guardians with the practice schedule and a listing of all school-sanctioned/approved events (approved in writing by the principal), as students representing the school, in which the group or squad will be participating in the school approved uniform. This notification may be made monthly or seasonally (fall,

winter, spring) and is to be updated as changes are made. Appropriate field trip forms should be provided as necessary.

Where may you call if you have additional questions?

If you have additional questions, please call the Division of Athletics, Activities and Accreditation, at 305-275-3714.

Appendix

Appendix A

The School Board of Miami-Dade County Bylaws & Policies

Unless a specific policy has been amended and the date the policy was revised is noted at the bottom of that policy, the Bylaws and Policies of the Miami-Dade County Public Schools were adopted on May 11, 2011 and were in effect beginning July 1, 2011.

5845 - STUDENT ACTIVITIES

All clubs and organizations approved by the principal to operate within the school must comply with the following:

- A. Neither the student's race, gender, color, creed, political beliefs nor any other discriminatory basis prohibited by the School Board shall be a factor in selecting members or officers for clubs and organizations.
- B. The decision of the membership cannot be one of the factors in selecting additional members. This shall not be applied to those organizations specifically exempt by statute.
- C. The charter and constitution setting forth the purposes, qualifications for membership, and the rules of conduct of each approved club or organization shall be kept on file and always available to all students and instructional personnel of the school.
- D. The school student activities should be grouped under five (5) headings: elective office (student council and class government organizations), honors clubs, service clubs, interest clubs, and others.
- E. Requirements for membership in honors clubs of national scope originate at the national level. Requirements for other honors clubs, including academic area related clubs, are based on scholarship, leadership, and service.
- F. Interest and satisfactory conduct should be the only requirements for membership in service clubs and interest clubs.
- G. A student who wishes to represent the school through interscholastic competitions or performance must comply with the following:
 - 1. A student must maintain a cumulative 2.00 GPA or higher as specified by State law. (F.S. 1003.43(1))
 - 2. A student must receive a minimum 2.00 in conduct in the preceding semester.
 - 3. Students assigned to Indoor Suspension/School Center for Specialized Instruction (SCSI), will not be allowed to participate in interscholastic competitions or performances on the weekend.
 - 4. A student who is serving an Outdoor Suspension shall not practice or participate in interscholastic competitions or performances and may be subject to further sanctions or penalties.
 - 5. A student who has a total of eleven (11) cumulative days of suspension (indoor and outdoor) will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year.

6. A student who has ten (10) or more cumulative absences will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year.
7. A student who has twenty (20) or more cumulative tardies will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year.
8. A student must be reported as present for the school day in order to participate in interscholastic competitions or performances, including practices.
9. A student who participates in interscholastic competitions or performances and has not performed at grade level as defined by the Florida Department of Education will seek two (2) hours per week of academic tutoring. Failure to seek required tutoring will result in a seven (7) calendar day suspension from interscholastic competitions or performances.
10. Any student who is arrested for conduct occurring on or off school grounds will be prohibited from participating in all interscholastic competitions or performances for a minimum of ten (10) days, including practices.

Violations may be appealed to the Administrative Director, District/School Operations, Division of Athletics, Activities and Accreditation.

- H. Screening procedures of a service club must not permit discrimination on any basis prohibited by the Board and must be approved by the principal.
- I. Each student shall be furnished with a list of all clubs and organizations approved by the school.
- J. There shall be no period of probationary membership.
- K. Hazing of members is prohibited.
- L. Only approved club insignia or jewelry may be worn by members.
- M. Dues shall be reasonable and not prohibitive.
- N. All meetings shall be held on school property in school facilities. This may be waived for special meetings and events upon the request of the faculty sponsor and the approval of the principal.
- O. A faculty sponsor shall be present at all meetings and all social events shall be adequately chaperoned.
- P. All monies accruing to any school club or organizations shall be accounted for through the school's Internal Fund.
- Q. Students failing to maintain requirements for membership shall be suspended from membership until the requirements have been achieved.
- R. No club or organization shall engage in any activity or act that violates Board policies.

Anti-Discrimination Policy

Federal and State Laws

The School Board of Miami-Dade County, Florida adheres to a policy of nondiscrimination in employment and educational programs/activities and strives affirmatively to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin.

Title VII of the Civil Rights Act of 1964 as amended - prohibits discrimination in employment on the basis of race, color, religion, gender, or national origin.

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of gender.

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40.

The Equal Pay Act of 1963 as amended - prohibits gender discrimination in payment of wages to women and men performing substantially equal work in the same establishment.

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled.

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications.

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to “eligible” employees for certain family and medical reasons.

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions.

Florida Educational Equity Act (FEEA) - prohibits discrimination on the basis of race, gender, national origin, marital status, or handicap against a student or employee.

Florida Civil Rights Act of 1992 - secures for all individuals within the state freedom from discrimination because of race, color, religion, sex, national origin, age, handicap, or marital status.

Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) – prohibits discrimination against employees or applicants because of genetic information.

Boy Scouts of America Equal Access Act of 2002 - no public school shall deny equal access to, or a fair opportunity for groups to meet on school premises or in school facilities before or after school hours, or discriminate against any group officially affiliated with Boy Scouts of America or any other youth or community group listed in Title 36 (as a patriotic society).

Veterans are provided re-employment rights in accordance with P.L. 93-508 (Federal Law) and Section 295.07 (Florida Statutes), which stipulate categorical preferences for employment.

In Addition:

School Board Policies 1362, 3362, 4362, and 5517 - Prohibit harassment and/or discrimination against students, employees, or applicants on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, citizenship status, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

For additional information contact:

Office of Civil Rights Compliance (CRC)
Executive Director/Title IX Coordinator
155 N.E. 15th Street, Suite P104E
Miami, Florida 33132
Phone: (305) 995-1580 TDD: (305) 995-2400
Email: crc@dadeschools.net Website: <http://crc.dadeschools.net>

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