



WELCOME LETTER

From Natalie Mizell-Calvano
Owner/Artistic Director

Welcome new and returning students to our
exciting 2016-2017 season!

We are happy to have you as a part of our 20th
Anniversary celebration.

On August 23rd, we will hold auditions for our 2016 December production of our full length Nutcracker ballet. The audition process is open to ALL students enrolled in the Ballet & Performing Arts Centre. We are very excited to once again perform at Reynolds Auditorium December 9th & 10th for three performances of this holiday classic.

Mark your calendars for our very popular “Bring A Friend” week ***September 12th-16th***. “Bring a Friend” week allows your child to share their love of dance with classmates, neighbors and siblings.

The BPAC 2016-2017 calendar helps you to keep track of upcoming events: holiday breaks, dates and much more. If you have not received our 2016-2017 BPAC Parents’ Guide, please contact us, and we will send you a digital copy.

The Ballet & Performing Arts Centre is implementing a very specific dress code this year to ensure uniformity in our classes. This uniformity is paramount to teaching ballet etiquette, instilling personal discipline, while enhancing the dance aesthetic. The faculty and staff of the BPAC have chosen items that can and will be used in upcoming studio showings, photo and video opportunities and press coverage. All students are required to adhere to the Dress Code. Students cannot be permitted in class unless they are dressed in their class leotard, tights and shoes, no jewelry, and for girl’s hair secured neatly in a bun.

I am very eager to begin the 2016-2017-school season, creating positive memories, rehearsing great performances and participating and sharing in many community arts opportunities for all our BPAC families.

Respectfully,

Natalie Mizell-Calvano

Ballet and Performing Arts Centre
2016-2017 Parents Guide

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STUDIO RULES

1. Students must be dressed in proper dance attire. Ballet students must have their hair in a secure bun & wear pink tights. Please see **DRESS CODE**. **Absolutely no street clothes may be worn!** **Ballet students please remember, pink tights only!** Students that do not have their dance wear or shoes will be asked to watch. Students are also learning responsibility through dance.
2. Please do not let siblings run freely throughout the studios, especially during preschool classes. This is very distracting for young dancers. If you or a dancer's sibling needs to use the restroom please do so quietly. If you enter a studio to do so, please remove street shoes before entering.
3. **NO CELL PHONES ARE ALLOWED IN CLASS!**
4. If you are paying tuition monthly, it is due by the 7th of each month. **Any tuition received after the 7th will receive a \$20 late fee. After the 7th we will not accept any payments that do not include the \$20 late fee.** Prorated June tuition is invoiced and due with May tuition.
5. Costume fees and stage fees will have their own "due date" that will be announced later in the year. **Costume fees and stage fees that are not paid by the due date will also receive a \$20 late fee.**
6. **If you are paying by the trimester, it is due by the 7th of each month.** You will receive 5% off if paying by the trimester. If you do not pay by the 7th, then you will not receive the 5% discount. If you choose, we can debit your credit card each month by filling out the back of your registration form. If you remit your payment by mail, the studio address is: 5365 Robinhood Road, Suite E, Winston Salem, NC 27106.
7. Checks can be made out to BPAC. We accept Visa, Master Card, American Express and Discover.
8. There is a \$30 service charge for all returned checks. After three returned checks, we ask that you remit payment in cash or money order.
9. **Please be sure that your child is picked up on time.** Please note that BPAC policy is that students may be dropped off 15-30 minutes early (ages 10 & up). Students may wait in the lobby or stretch quietly in the waiting area if other classes are being held. We know the hustle and bustle of every day life, getting children from point A to point B can be challenging. Please be sure that your child is picked up on time. **We have many teachers who travel long distances and need to get home to their families and children especially if it is the last class of the day.** Please be respectful of others' time as they may have commitments after class. Late pick up charges are as follows: ***For the last class of the evening, a late fee of \$1.00 for each minute that the child remains at BPAC with the instructor.***
10. If you need to speak to Natalie directly, please call 336-923-2585. You may leave a message if there is no answer as we will check messages regularly. If it is an emergency, you may call Natalie's cell at 995-4595. **We communicate primarily by email, so please check your email daily.**
11. **Please don't walk on the dance floors with street shoes!!!**
12. Rehearsals are mandatory for every student performing in our productions. Students missing three rehearsals or classes will not be able to perform unless private lessons are taken. Once costumes have been ordered, you will be responsible for purchasing them.
13. **All fees must be paid before performance time including tuition, costume, stage fees and privates in order to perform. ABSOLUTELY NO EXCEPTIONS!**
14. **Please arrive promptly for class, as it is disruptive to others when entering late.**

I HAVE READ THE INFORMATION ABOVE AND AGREE TO ABIDE BY THE STUDIO RULES.

PARENT: _____ DATE: _____

STUDENT: _____ DATE: _____

STUDIO CALENDAR

2016-2017 General Schedule	
August 5-6 August 22 August 23 September 5 September 6 November 11 November 22-27 December 7 (Reynolds) December 8 (Reynolds) December 9 (Reynolds) December 9 (Reynolds) December 10 (Reynolds) December 11-January 2, 2017 December 13 January 3, 2017 January 16-17, 2017 February 13, 2017 March 31, 2017 April 10-14, 2017 May 29, 2017 June 4, 2017 June 5, 2017 June 2017	Open House Fall Classes Begin Nutcracker Auditions Closed for Labor Day* Nutcracker Classes Start Closed for Veterans Day* Closed for Thanksgiving Break* Nutcracker Rehearsal, Act I 4-8 Nutcracker Rehearsal, Act II 4-8 Nutcracker show 10am (pending) Nutcracker show 7pm Nutcracker show 2pm Closed for Winter Break* Spring Show Auditions Spring Classes Begin Closed Closed Closed Closed for Spring Break Closed for Memorial Day* Spring Show Dress Rehearsal RA Spring Show Reynolds Auditorium Summer Session Begins
Special Events September 12-16, 2016 January 9-13, 2017 Competition Dates March 3-5, 2017 March 31-April 2, 2017 May 5-7, 2017	Bring A Friend Week Bring A Friend Week Hall of Fame RJR Leap Competition RJR Star Talent Greensboro
<i>Saturday Competition rehearsal Dates</i>	September 10 & 24 October 8 & 22 November 5 & 19 December 14 (Competition Showcase) January 7 & 21 February 4 & 18 March 4 & 11 April 22 & 29(May TBA)

IN CASE OF INCLEMENT WEATHER, WE WILL FOLLOW THE WS/FC SCHOOL SYSTEM

LEVEL	Level Descriptions
PRESCHOOL	This level concentrates on introducing creative movement to young children. Focus is on basic positions, increasing motor skills, improving balance and having fun with dance. 45 minute class
LEVEL IV	This level concentrates on basic ballet, jazz, and tap movements. Dancers will practice simple routines and the focus is on positions, increasing motor skills, improving balance and flexibility. 45 minute class
LEVEL III	This level offers ballet, tap and jazz options. Concentrates on more complex combinations, improving balance and coordination, fluidity and self-esteem. 1-2 hour class depending on discipline chosen. Dancers must also take at least one ballet technique class to participate in the Nutcracker.
LEVEL II	Focus is on the body, discipline, flexibility, and complex routines. Girls will gain self-esteem and positive attitudes about their bodies. Must have knowledge of basic positions and steps. 1 ½ - 3 hour class depending on discipline. May also begin preparation for pointe work. Two ballet technique classes are encouraged if preparing for pointe (pre-pointe class). Levels II, I & Company Dancers are strongly encouraged but not required to attend two ballet technique classes per week. Dancers interested in the competition teams are required to take ballet, jazz & tap & dance for at least 4 hours a week. Nutcracker & Competition students must take 25 hours at BPAC in the summer months. Dancers must also take at least one ballet technique class to participate in the Nutcracker.
LEVEL I	These students have mastered the basic fundamentals of ballet and are working to perfect technical abilities. Participation in a ballet technique class and one pointe or pre-pointe class is strongly recommended for this level and is required for a lead role in the Nutcracker. Levels II, I & Company Dancers are strongly encouraged but not required to attend two ballet technique classes per week. Other disciplines may be added. Participation in Nutcracker and Spring Show is strongly recommended. May audition for solo roles. Dancers interested in the competition teams are required to dance for 3-4 hours a week. Dancers interested in the competition teams are required to take ballet, pointe, jazz & tap & dance for at least 4 hours a week. Nutcracker & Competition students must take 25 hours at BPAC in the summer months. Dancers must also take at least one ballet technique & pre-pointe/pointe class to participate in the Nutcracker.
COMPANY	These students have graduated to pointe shoes and classes. Includes extensive barre work, centre practice, adagio, allegro, combinations, partnering, and variations. Participation in two ballet technique classes and one pointe class is strongly recommended for this level and is required for a lead role in the Nutcracker. Levels II, I & Company Dancers are strongly encouraged but not required to attend two ballet technique classes per week. This is the highest level the studio offers and involves hard work and dedication. Participation in Nutcracker and Spring Show is strongly recommended. May audition for solo roles. This level is determined by Natalie. Dancers interested in the competition teams are required to take ballet, pointe, jazz & tap & dance for at least 4 hours a week. Nutcracker & Competition student must take 25 hours at BPAC in the summer months. Dancers must also take at least one ballet technique & pre-pointe/pointe class to participate in the Nutcracker.

2016-2017 TUITION AND FEES

Tuition is paid on a monthly basis by the 7th of each month by personal check, Visa, Discover, MasterCard, American Express, or cash. **After the 7th, a \$20 late fee will be charged. You may also pay by the trimester and receive 5% off.** Please note that partial increments are rounded up: For example, 1 1/4 hours will be charged 1 1/2 hours. There is a \$50 non refundable registration fee per student (After September 1st, \$60) Returned check fee is \$30.00.

HOURS OF CLASS PER WEEK	MONTHLY TUITION	HOURS OF CLASS PER WEEK	MONTHLY TUITION
45 minutes - 1 hour	\$55.00	5 hours	\$169.00
1 1/2 hours	\$72.00	5 1/2 hours	\$182.00
2 hours	\$92.00	6 hours	\$195.00
2 1/2 hours	\$104.00	6 1/2 hours	\$206.00
3 hours	\$118.00	7 hours	\$220.00
3 1/2 hours	\$131.00	7 1/2 hours	\$234.00
4 hours	\$144.00	8 hours/unlimited	\$257.00
4 1/2 hours	\$157.00		

PRIVATE INSTRUCTION: Group privates are rehearsals with 2-6 students. Some upper level Nutcracker and spring pieces are group privates and solo pieces. Privates and shared privates are billed in advance and are due by the 7th of each month. Please note that shared privates are charged even in your student misses the lesson.

Length of Private Instruction	Fee
1.5 hours	\$90
1 hour	\$75
45 minutes	\$60
30 minutes	\$40

STAGE FEE: A stage fee of \$50 per performer is required for participation in each production. This fee helps cover the cost of the theater, props, sets and other production elements. **The stage fee is due on September 14th for the Nutcracker and on February 7th for the Spring Show.**

NUTCRACKER SPONSORSHIP FEE: Our Nutcracker production is a large scale production which is what makes it so magical for the audience and such a great experience for our dancers. Therefore, we need everyone's help in fundraising. Instead of requiring extensive fundraising as we have done in the past, we will require each performer to provide a sponsorship fee. You may pay the sponsorship fee or you may recruit others to be your sponsors. Sponsors names' will be listed in the program under their level of sponsorship. Sponsorship fees are \$25 for preschool students, \$50 for Level IV, \$75 for Level III and II, and \$100 for Level I, and Company. We still sell ads for our Nutcracker production, but ad sales are completely separate from the sponsorship fee.

SCHOLARSHIPS: The Ballet & Performing Arts Centre honors those students who excel in dance by awarding both an annual scholarship as well as summer scholarships, when deemed appropriate. Scholarship selection is made by the entire faculty and students through class observation and recognizes students not only for achievement in dance, but also for outstanding effort, attitude, attendance and progression of skill.

Costumes

COSTUME FEE: Costumes for performances are either rented (for the Nutcracker and some pieces in the Spring Show) or purchased (for the majority of pieces in the Spring Show). Prices for rented costumes can be found below. Renting costumes also require a \$50 deposit that is refunded once the costumes are returned. Prices of purchased costumes vary based on the specific costume, but generally cost \$60-\$125 (depending on level) and are yours to keep after the show. ***Spring costumes are ordered in January. Students who do not wish to participate in the Spring performance, must notify us in writing by December 1st. After costumes are ordered, we are not able to return them.***

COSTUME DEPOSIT: ***A costume deposit of \$20 per costume is due on September 14th for the Nutcracker and on February 7th for the Spring Show.*** Costume balances will be due 3-4 weeks prior to shows.

Number of Costumes	Price	**Just A Reminder**
1	\$65	A signed contract and \$50 deposit is required when picking up rented costumes. We will refund the \$50 deposit if the costumes are returned on time with no damage.
2	\$95	
3	\$125	
4	\$140	
5	\$150	
6	\$165	

PRIMADONNA TUTU RENTAL FEE: All Primadonna tutus will be rented at \$80 Each. Primadonna tutus are professionally hand-made. Solo roles such as snow queen, sugar plum, marzipan, spanish, dew drop, etc. will perform in Primadonna tutus.

CHARACTERS WITH RENTED COSTUMES:

(each count as one unless specified otherwise)

Mary	Clara (2 costumes)
Baby Mice	Dolls
Chinese	Snow Queen
Flowers	Party Children
Peppermints	Snow Corps
Candy Canes	Dew Drop
Sugar Plum	Spanish
Pollichinelles	Marzipan
Rats	Angels
Russian	Arabian
Soldiers	*Costumes may be rented for Spring Show pieces

FREQUENTLY ASKED QUESTIONS

Tuition:

Is tuition ever prorated? / Does my tuition change based on the number of classes each month?

No. Tuition is the same every month regardless of how many classes are held that month. The only months that are prorated are August and June, all dancers are charged for half a month's tuition for these two months. Students participating in the Nutcracker are charged tuition for December to cover extra rehearsals. Students participating in the Spring Show are charged half a month of tuition for June to cover extra rehearsals.

When is my tuition due?

Tuition is due the 7th of each month. Invoices are emailed the 23rd of each month. Any payments made after the 7th will receive a \$20 late fee. Tuition can be paid with cash, a check, debit or credit card in person, through the mail, or over the phone.

Is my tuition due by the 7th even if my child misses class the first week of the month?

Yes. Tuition is due by the 7th of each month even if your child misses class or doesn't have class the first week of the month. You will receive your monthly invoice on the 23rd of the previous month and tuition can be paid at any time.

What is paying by the trimester?

If you choose to pay by the trimester you will receive the following invoices: 1/2August(not part of trimester), September-November, December (not part of trimester), January-March & April-1/2-June. You will receive 5% off your tuition for paying by the trimester. (Adjustment invoices may have to be made depending on changes in classes throughout the year.) If you do not pay your trimester invoice by the 7th of the month then you will not receive the 5% discount.

What are the cost of privates and shared privates and how are they billed?

Any groups with less than 7 students are billed at the private rate (\$75 for 60mins, \$60 for 45mins, \$40 for 30mins). Shared privates are charged at the private rates, divided by the number of students in the private. Privates and shared privates are billed per occurrence. Shared privates are charged, even if your child misses their shared private.

Performances:

Who participates in the Nutcracker, is it mandatory?

All students are invited to participate in the Nutcracker. Participation in the Nutcracker is by audition only. Please note, there is a \$30 audition fee and everyone who auditions will get a role in the Nutcracker. Nutcracker rehearsals are held outside of regular class, classes will not perform a piece in the Nutcracker. Participation is completely voluntary. Dancers must also take at least one ballet technique class to participate in the Nutcracker.

Who participates in the Spring Show, is it mandatory?

All students are invited to participate in the Spring Show. Every class will rehearse and perform a piece in the Spring Show. Students will also have the opportunity to audition for lead roles and extra pieces for the Spring Show. Participation is completely voluntary. After costumes have been ordered, you are responsible for payment.

What is the stage fee?

The stage fee is a \$50 fee, paid before each performance to help cover the cost of the theater, props, sets and other production elements.

What is the Nutcracker sponsorship fee?

The Nutcracker sponsorship fee is an additional fee required for those who are performing in the Nutcracker. This fee is required in addition to the stage fee and does not count towards any advertising in the program. Please see the tuition page of the parents guide for more information about the Nutcracker sponsorship fee.

Costumes:

Why are some costumes rented and some bought?

In some cases, like the Nutcracker, when we can reuse costumes we will rent them for use. In situations such as the spring shows, where pieces change yearly we cannot reuse costumes and have parents buy them.

How much do rented and bought costumes cost?

Prices for rented costumes can be found on the costuming page of the parents guide. Renting costumes also require a \$50 deposit that is refunded once the costumes are returned. Purchased costumes vary based on the specific costume, but generally cost \$60-\$125 (depending on level) and are yours to keep after the show.

VOLUNTEERING

As with any major production, there are many little duties that need attending for our performance to be successful. (And we need to start thinking about them right away!) We need volunteers to help with everything from ticket taking, to costume alterations, to cleaning up. If you would like to be involved with the behind the scenes action, please fill out the following check list. Thank-you for your involvement.

NAME: _____

<p>TICKET TAKERS: _____</p>	<p>We need two adults or teenagers to stand at the entrance of the theatre and tear tickets and hand out programs for each performance. Our ticket counts are vital to our accounting records so we need someone responsible to ensure all who enter have tickets. For school shows we will need ushers as well.</p>
<p>SIDE DOOR ATTENDANT: _____</p>	<p><u>This is a very important job, no one is allowed to enter and exit through this door, especially during the show. We can not keep track of who has a ticket and who does not through this door. WHEN THE DOOR WAS USED IN THE PAST, IT SLAMS AND DISTRACTS DANCERS. IF YOUR CHILD HAS A QUICK CHANGE, YOU NEED TO BE BACKSTAGE OR YES, YOU NEED TO WALK AROUND THE ENTIRE BUILDING. IT IS GREAT EXERCISE!!!! IT'S A RULE THAT IS A MUST.</u></p>
<p>BACKSTAGE _____</p>	<p>We need 2-3 adults backstage per show per group to help with costume changes, organizing, and applying make-up. We would like to use different parents each show so that everyone has the opportunity to see the show from the audience. We will also need parents for school show costume changes.</p>
<p>COSTUMING _____</p>	<p>Although we have most costumes already, every year we need people who can alter or mend them. Whoever volunteers for this position, can also double as one of the backstage helpers.</p>
<p>CLEAN UP _____</p>	<p>These duties have been overlooked in the past. Please be sure to collect bobby pins, bring props backstage and anything else that should be thrown away such as trash.</p>
<p>NUTCRACKER MERCHANDISE AND FLOWER SALES _____</p>	<p>We will sell Nutcracker merchandise and flowers at each performance. We need 3-4 people to work at these tables and help customers wanting merchandise and flowers. This will entail organizing the items, setting up the area, and maintaining the tables.</p>

NUTCRACKER TICKET ORDER FORM

PLEASE REMIT THIS FORM WITH PAYMENT BY NOVEMBER 1ST TO RECEIVE DISCOUNTED TICKETS

LAST NAME	FIRST NAME
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Reynolds Auditorium (Full Length Production)

Performance Date and Time	Child	How Many?	Adult	How Many?	Total Due
Friday, December 9 @10:00am* *Show is pending	\$10		\$10		
Friday, December 9 @ 7:00 pm	\$13		\$18		
Saturday December 10 @ 2:00 pm	\$13		\$18		
Bundle of tickets @ \$215 each	NA	NA	NA		
Total Due					

Bundles of tickets are sold in quantities of 12, can be used for any show and can be used for children, senior citizens, or adults.

Child price for children 12 & under. Senior citizen price is the same as the child price. Senior citizen price for ages 62 and above. Children 3 and under are free.

Total Due	Amount Enclosed	Payment Options
		Check #
		Card Number:
		exp.date:

ALL TICKETS AND TICKET BUNDLES WILL BE KEPT ON FILE AND CAN BE PICKED UP AT THE "WILL CALL" BOX OFFICE.

BIRTHDAY PARTIES

Exciting Birthday parties for ages 2 and up!

Our parties will entertain your child and their friends for a fun filled experience.

Our Party Package Includes:

2-3 Year Olds: 1 hour party, 45 minutes of dance/tumbling and 20 minutes of cake and opening gifts. **\$150.00** (including deposit)

Ages 4 and Up: 1 ½ hour party, 60 minutes of Dance/tumbling 30 minutes of cake and opening gifts. **\$200.00** (including deposit)

***Set-Up: We have tables and chairs for your refreshments, food, cake etc.**

You Bring:

- Refreshments: Cake, Ice Cream-optional (cups work great). If you bring ice cream, please bring your own spoons. Some parents like to have pizza delivered: We use Domino's on Yadkinville Road.
- Candles and matches
- Serving Utensils: for your cake
- Treat Bags (optional) - to be handed out at the end of the party
- Camera/Video Camera
- Decorations (optional): balloons and banners are allowed, no table confetti please.

***Be sure to add a map to the Ballet & Performing Arts Centre in your invitation**

Cost and Format: This includes a \$75 non-refundable deposit due when party is booked; the balance is due the day of the party.

Policies: The birthday party cost is for up to 15 children, including birthday child and siblings. Additional children are allowed at \$5 each.

Please set your RSVP for a week before your party.

Contact Natalie to Reserve your Date Today! 923-2585

Dress Code

Level	Class Attire
Level IV	Ballet students must have their hair in a secure bun, wear Bloch salmon tights, and a Pink Gaynor Minden tank or cap sleeve leotard with pink skirt or Gaynor Minden Pink dance dress. Students with short hair must secure it from falling into their faces. Students may wear leg warmers, shrugs & skirts. Students will need Bloch leather ballet slippers or canvas ballet slippers & black taps.
Level III	Ballet students must have their hair in a secure bun, wear Bloch salmon tights, and a Pink Gaynor Minden tank or cap sleeve leotard with pink skirt or Gaynor Minden Pink dance dress. Students with short hair must secure it from falling into their faces. Students may wear leg warmers, shrugs & skirts. Students will need Bloch leather ballet slippers or canvas ballet slippers, black taps & tan Bloch jazz shoes.
Level II	Ballet students must have their hair in a secure bun, wear Bloch salmon tights, and any style BLACK leotard. Students with short hair must secure it from falling into their faces. Jazz and tap students may wear their hair in a ponytail, and wear black jazz pants, black booty shorts, or salmon tights, and any style BLACK color leotard. Tan or black sports bras may be worn. Students will need canvas ballet slippers, black taps & tan Bloch jazz shoes. Warm up jackets and leg warmers may be worn until warm. *Levels II, I & Company should have a Mirella leotard and black skirt for informal showings.
Level I	Ballet students must have their hair in a secure bun, wear Bloch salmon tights, and any style BLACK leotard. Students with short hair must secure it from falling into their faces. Jazz and tap students may wear their hair in a ponytail, and wear black jazz pants, black booty shorts, or salmon tights, and any style BLACK color leotard. Tan or black sports bras may be worn. Students will need canvas ballet slippers, black taps & tan Bloch jazz shoes. Warm up jackets and leg warmers may be worn until warm. * Levels II, I & Company should have a Mirella leotard and black skirt for informal showings.
Company	Ballet students must have their hair in a secure bun, wear Bloch salmon tights, and any style BLACK leotard. Students with short hair must secure it from falling into their faces. Jazz and tap students may wear their hair in a ponytail, and wear black jazz pants, black booty shorts, or salmon tights, and any style BLACK color leotard. Tan or black sports bras may be worn. Students will need canvas ballet slippers, black taps & tan Bloch jazz shoes. Warm up jackets and leg warmers may be worn until warm. * Levels II, I & Company should have a Mirella leotard and black skirt for informal showings.
Competition	Saturday competition students may wear any solid color leotard, jazz pant/workout pants or booty shorts. Warm up jackets and leg warmers may be worn until warm. *All Competition members will have the option to purchase team jackets & warm-ups.

