



Kathy's Studio of Dance

4210 SW Edmunds St.
Seattle, Washington 98116 • (206) 935-3777

www.kathysstudioofdance.com

2010 - 2011 HANDBOOK

No Classes on the following dates:

Event	No Classes
Thanksgiving	November 21 - November 28
Christmas	December 19 - January 2
Teacher Workshop	January 29
Mid-Winter Break	February 20 - February 27
Spring Break	April 10 - April 17
Memorial Day Weekend	May 27 - May 30

We will have classes on Martin Luther King Day. (President's Day falls during our mid-winter break.)

Dance Recital June 24/25/26 –

**Attendance required for week of June 13 – 18 and
Stage Rehearsal June 23**

For more Recital information -- Please see page 7 to 8.

Kathy's Studio of Dance was created years ago with one main objective; "Anyone should be able to dance". Although we strive to be a professional dance studio, we want anyone who wants to be a part of our studio regardless of age, size, and experience. We hope to be the best we can be -- but we do not promote "Only the best survive". If you've brought your children here with hopes and dreams of them becoming stars, then you've brought them to the wrong place. We don't make stars. We help make little children into good, wholesome, confident, and productive adults. We teach teamwork and friendship. At Kathy's Studio of Dance, anyone who gives their best is welcome. We consider the Studio a family, not just a place to dance. Please note – we teach structure, teamwork, and responsibility to our students. If parents don't want these same goals for your child, you may not want them to dance at our Studio.

TUITION

Tuition is due the **student's first class of the month** (even if the studio is closed that day!). After the first class, there is a three-day grace period (**including Saturday and Sunday**). After the third day, tuition will increase \$10.00 **per student, per class** for that month. If you are absent from your first class, the late fees still apply. Even when mailing in the tuition, it must be in before the grace period is up. Even on the first time -- if tuition is late, the late fee is applied.

Tuition fees are always the same each month, whether there are three, four, or five classes in a month. It is a monthly rate. Therefore, in the case of holidays, there are no refunds, credits, or discounts. This also means there is no extra charge for a five-week month. If tuition is not paid by the **second class of the month**, there is a \$20.00 late fee. **Until the \$20 fee is paid, students cannot participate in class.** If you have a problem paying your tuition at the first class of the month, please contact the office. **In April due to Spring Break and June due to Recital, there are no grace periods.**

Note: Adult students (non-Dance Company) are to pay their tuition at the last class of the session in progress or they will be charged a late fee.

There is a \$25.00 charge for all checks returned to us by the bank. After the second time, we will only take cash for your payments. Checks should be made out to **Kathy's Studio of Dance.**

REFUNDS & MAKEUPS

There are no refunds or credits given if a student misses a class, whatever the reason. Classes may be made up if there is a **comparable class**. Classes cannot be made up during June due to Recital preparations, or during Watch Week (see below). Make up classes must be scheduled within one week of the missed class. Those who have continual makeup classes will be subject to refusal due to heavy makeup schedules.

OBSERVERS

We do not have observers during our dance classes. It makes the students uncomfortable to be watched. Many children react differently to the teacher when their parents are present. However, we will have a **WATCH WEEK every other month** so parents can see their child's progress. Watch weeks will be the last two weeks of October, February and April. There is no watch week in December due to Christmas vacation.

We only have one studio with an observation window, so one week Studio B will have watch week and the following week Studio A will have watch week.

DRESS CODE

Leotards and tights must be worn for all classes. The style and color is up to each student. Fitted T-shirts may be worn if they do not restrict the arms or thighs while dancing. Sweat pants, cargo pants, or shorts are not allowed. **No footless tights or socks are to be worn.** Jazz pants are okay for Hip Hop or Company Tech classes. Tights are always to be worn.

SHOES

BALLET SHOES must be worn for ballet class, tumbling, and/or jazz ballet combination. Students may wear any color to class **but BLACK WILL BE USED FOR THE RECITAL** (except our Company ballet classes). Ballet shoes must have straps across the top. So called "Dance Slippers" or "Exercise Shoes" from Sears or JC Penney are **NOT ballet shoes**. **TAP SHOES** are needed for all tap/ballet combination classes. They also have to be black. All classes are to wear the flat tap shoe with the tie across the top. Tap shoes should be fastened with the elastic tap shoe button. They can be purchased in the office. The fancy jewel buttons are okay for class but do not work at Recital. Only our Dance Company and prep class students' wear the high heel, ankle strap shoes. Junior and Senior wear flat lace tap shoes. **HIP HOP wears black lace jazz shoes. TUMBLING wears black ballet shoes or black gymnastic shoes.** We have a bulletin board to buy and sell used shoes in our waiting room. Please feel free to utilize it.

DANCE COMPANY BALLET DRESS CODE

Girls: Black leotard. Ballet pink tights. Ballet pink ballet shoes. Hair in a bun. No bikers.

No legwarmers. Skirts are OK for center work at the discretion of the teacher.

Boys: Black tight pants. Fitted white shirt. Black ballet shoes.

JEWELRY is not to be worn for any classes. When students come to class with jewelry on, your teachers will take it off and often it is misplaced or the student forgets it.

HAIR CARE

It is a must for all hair to be tied back for all classes. When students come in with their hair down, the teachers will put it in a ponytail. We use regular non-coated rubber bands. If you do not want your child's hair fastened with a non-coated rubber band, please send them to class with their hair back. Please no claw clips or headbands.

ABSENCES

Please be at class as often as possible. We ask that you call the studio when your child or yourself will be missing a class. To ensure the safety of your child, the studio will call you if you have not let us know that you will not be here. If at any time you decide not to return to classes here, please call the studio right away so we can give your spot to the next person on our waiting list.

CLASS LENGTH

Each class that is scheduled for an hour is only **55 minutes long**. This helps get the next class started on time. We try to start classes on time as often as possible. Please have students at class and ready to go at their scheduled time. It is very important that parents of younger dancers be here to get their child at the end of the 55 minutes. **We do not let the little dancers even go into the waiting room unless a parent is here.**

MISCELLANEOUS

FOOD AND DRINK -- We do not allow food or beverages in the dance studios; this includes water bottles or pop while dancing. However, the waiting room is available for eating and drinking. There is to be **NO gum** in the studio while students are dancing. Please pick up after yourselves and put garbage in the cans provided.

SMOKING -- There is absolutely **NO smoking** in the building.

LOST & FOUND -- We have a box of lost and found in the waiting room. At the end of each month it will be given to charity.

DANCE BAGS -- Each student should bring all their shoes in some type of dance bag. The bag must be able to fit in their little locker boxes.

INJURIES -- Although we strive for safety at all times, any injuries suffered at the studio are the responsibility of the parent. If your child has any medical problem, we need to know so please keep us informed.

TREATS -- At the end of each class, we usually give out a small "treat". Sometimes it may be candy. Children are told not to eat their treats until the parent says it's OK. Treat donations are always welcome and with so many students we encourage them. However do not send hard candy (i.e. Lifesavers or Jolly Ranchers). We do give out stickers also. You can send fruit snacks, goldfish, or stickers if you prefer. Healthy snacks or non-food items are always welcome.

BAD WEATHER -- In the event of bad weather, the following will help you determine if there will be dance class that day:

1. If school is out early or closed, dance classes will probably be cancelled.
2. Call the studio answering machine for further verification. A message will be programmed during periods of questionable weather conditions.

As there are so many students, the studio office cannot possibly call each one individually. Please call the studio for updates.

RESTROOM USE -- Please have your child use the restroom before class. It is especially important for our preschoolers. Most of them cannot get their leotards and tights off and on by themselves and then the teacher must stop class to help.

STUDENT DROP OFF AND PICK UP -- If a parent is not picking up their child, we ask that you let the teacher know in advance who is going to get them. We do not let the little ones go outside and meet their ride. Parents must come inside to get their child. We use this rule for all students under 11 years of age. It is also important to bring your child into the studio when arriving for class. Please do not just drop them off. This is only for the safety of our students. We advise older students not to go alone when going out for food during breaks.

PARKING -- US Bank parking lot is a paid lot. Please **DO NOT** park in the alley or drop off on Edmunds. This is very dangerous. Unfortunately we have no control over the lack of parking in the West Seattle Junction.

DANCE COMPANY

The Studio Dance Company is made up of our older and more advanced students. The Company performs for various activities throughout the year especially at the Holidays. They have performed on local TV programs. They compete and attend many Dance Workshops. Being in the Company is hard work and more expensive than regular classes. The Company works very hard for their success. The Studio brings in many Professional Master Teachers during the year for the Dance Company Students.

WORKSHOP POLICIES We make every effort to provide the workshop schedule in advance. (It was mailed to you in July). The Workshop fees are calculated based on every dancer attending. Workshops are mandatory, including understudies. If you miss a Workshop, it goes on your Performance Attendance Record. Payment is required regardless. This keeps the fees at a manageable level. If you are unable to attend and there is choreography for your class you will not be in that Dance at Recital.

COMPANY ATTENDANCE POLICIES

VERY IMPORTANT: Due to preparations for our Recital and Christmas Show, students are only allowed FOUR absences (THREE for Christmas Show). Special circumstances must be discussed with the office, such as serious illness, family emergency, etc. Continuous tardiness will lead to a student not being able to participate but just watch class because they have missed the important warm-up portion of the class. **TWO TARDIES COUNT AS ONE ABSENCE.** If a student will be tardy because of scheduling problems, please just call the office to work it out.

Continuous tardy or absence problems give teachers a case for dismissal from a performance or competition.

Company students must take a minimum of four classes per week (Junior & Senior Company -- five classes).

ANY COMPANY STUDENT MISSING THE WEEK PRIOR TO PERFORMANCE, DRESS REHEARSAL, OR STAGE VIDEO REHEARSAL WILL NOT BE ABLE TO PERFORM IN THE SHOW.

POLICY FOR ENTERING DANCE COMPANY

Teachers and assistants may choose Dance Company members. Sometimes auditions will be held for open positions instead. When an opening becomes available for a spot or an understudy position, the studio will send out a notification to all eligible students. The student, after meeting the specified qualifications, will have a scheduled amount of time to apply for the position.

QUALIFICATIONS TO AUDITION:

MINI

1. Must be 7-12 years of age.
2. Must have been with Kathy's Studio of Dance for at least 2 years.
3. Must take 2 or more *dance* classes per week.

JUNIOR

1. Must be 10 years of age or older.
2. Must have been with Kathy's Studio of Dance for at least 2 years.
3. Must take 4 or more *dance* classes per week.
4. Must be in Mini.

SENIOR

1. Must be in Junior Company for at least two years.
2. Must have been with Kathy's Studio of Dance for at least 4 years.
3. Must be in high school or the Senior understudy the year prior.

Adult Dance Company members will be chosen by the Teachers.

DANCE COMPANY AND PREP CLASSES ARE REQUIRED TO ATTEND SUMMER SESSION!

Kathy's Studio of Dance Staff

TEACHERS

Kathryn M. Lahey - Company Teacher, Children's Classes, Director

Kathy has been a dance teacher with her own studio for 32 years. She had a studio in Illinois (north of Chicago) for 6 years and has been in business in West Seattle for 27 years. Before teaching, she trained at two studios, both in Illinois. She studied ballet with Judith Svalander School of Ballet in Illinois. Kathy has taught dance at many Seattle area Community Centers. She has been a choreographer for musicals, Beauty Pageants, Pompon Squads and Cheerleaders (Chief Sealth, Foster and Cleveland High Schools). Kathy is a member of the "Dance Educators of America" and the "Professional Dance Teachers Association." For the 16th year, Miss Kathy is a staff member and judge for STARPOWER National Talent Competition. She also works with "Manhattan Dance Project" on workshops out of New York, where she travels some weekends around the country.

Christine Tolmich - Hip Hop, Children's Classes, Company Teacher, Assistant Director

Christine has grown up as a dancer with Kathy's Studio Of Dance. She has been with us for 25 years as a student and 21 years as a teacher. Miss Christine has studied dance at Bellevue Community College and Westlake Dance Center. She was cheerleading coach for West Seattle High School for 2 years. She was the choreographer for a Microsoft kick-off video. Her choreography has won awards at many competitions. Miss Christine was awarded the prestigious "Choreography Award" at Starpower National Talent Competition. She also assists Miss Kathy with Manhattan Dance Project in Seattle.

Kelley Knight - Company Tap, Adult Tap

This is Kelley's 15th year as a teacher. She has been part of our studio for 19 years. Her tap routines have won awards at competitions. Miss Kelley's tap dances are always the favorite at our recital. She also assists in Manhattan Dance Project in Seattle. Her artwork can also be seen on the Recital program cover, Recital t-shirts, and our Recital backdrops. Miss Kelley's music expertise comments were printed in the national magazine "Dance Teacher".

Casey Vineyard - Children's Classes, Company Teacher, Acrobatics (tumbling)

Casey grew up here at our studio. She's danced here for 25 years. This is her 12th year as a teacher with our studio. Several years ago Casey attended Universal Dance Association All Stars in Paris, France. Miss Casey has also taken classes at "Broadway Dance Center" and "Steps on Broadway" in New York City. Miss Casey is a certified gymnastics instructor with the United States Gymnastics Association. She was also the cheerleading coach for 2 years at West Seattle High School. Miss Casey was chosen to be a Sonics cheerleader – but passed up the opportunity to teach here at our studio. For two years she was the tumbling coach for Hope Lutheran Cheer squad.

Bonnie Sullivan – Company Ballet, Choreography

Bonnie has danced at our studio for 17 years. She was our prep ballet teacher for 6 years. This is her 6th year as Company ballet teacher. She has taken special classes at Westlake Dance Center in Seattle. Miss Bonnie is a graduate of the University of Washington, where she took ballet classes. She attended a foot anatomy workshop for dancers in Vancouver, WA.

Shonna Peterson – Children's Classes, Mini Company

Shonna has been part of our studio for 20 years. She was an assistant for 6 years. This is her 3rd year as a teacher with us. Shonna has taken classes at Westlake Dance Center also. In the past, she has choreographed for the West Seattle Hi-Yu pageant.

Stephanie Savidge – Children's Classes

Stephanie has been a student at the Studio for over 22 years. She was an assistant here for 5 years and a teacher now for 3 years. Stephanie left us briefly when in college at the University of Washington. She graduated from the UW with her Bachelor of Arts in Design Studies and a Minor in Dance. She was also in the Dance Majors Concert in 2009 at the UW. She has been the choreographer for Westside Drama Department for 2 years. She has taken master classes all over the Seattle area including Cultural Dance Studies, Anatomy and Physiology.

Hailey Young – Children’s Classes

Hailey also grew up at our Studio. She has been with us for 16 years. She was an assistant Teacher for 5 years and Miss Kathy’s Lead and Substitute for 3 years. She has specialized in assisting with the 3 and 4 year olds dancers. She is currently attending Seattle Central Community College.

Zhen Zhang (ZJ) – Company Ballet and Pointe Technique

ZJ is a professional teacher, dancer, and choreographer who teaches movement and modern dance based on the Limon and Graham techniques. ZJ has danced with both the Limon and Graham Companies, appeared in “The King and I” New York and London Productions, and has been involved with many productions of “The King and I” as Choreographer, Dance Captain, and performer. He was trained in classical ballet in China and also studied Chinese Classical Dance, Folk Dance, Acrobatics, and Choreography where he won national awards for both choreography and performance. Prior to coming to Seattle, he studied in New York at “Steps On Broadway”. ZJ received his BFA from the professional dancer’s program at Cornish College of the Arts in 2007. ZJ is a member of Actor’s Equity and SSDC.

Amy Sly – Substitute Children’s Classes and Ballet

Amy has been dancing with us for 20 years. She has substituted and assisted with classes for many years. This is her 6th year teaching. Amy is a graduate from Seattle University and has a Master’s degree from University of Washington. She has studied Ballet and Jazz at Cornish College of the Arts, American Dance Institute, Spectrum Dance Theater, and Shoreline Community College. She has also attended a foot anatomy workshop for dancers in Vancouver, WA.

ASSISTANT TEACHERS

Many of our classes have assistant teachers to help keep the classes running smoothly and to help students get individual attention. These students attend the same Master classes and competitions each year as the teachers do to improve their dance training. Our assistant teachers also attend classes daily. Assistant teachers this year:

Emily Savidge, Victoria White, Kylee Schmuck, Jasmine Kendrick, Chelsea Wollgast, Sara Stepper, Kayli Schulz, Legacy Frost, Sonora Carroll, Victoria Ferrulli, Alexandra Dean, Haley Rose Joyce, Isabel Kelly, Kelly Jean Crum, Hannah White, Ellie Lamb, Annelies Stoelinga, Gabrielle Fillis, Bria Bednarik, Dana Douthwaite, Sawyer Guzek, Roslyn Copelund, Alissa Cullen.

** Baby-sitting note --- To help defray the costs of the assistant teacher’s competition and workshops, they are available for baby-sitting. Contact the office or your child’s favorite assistant teacher.*

OFFICE STAFF

Robin Frost-Krum	Office Co-Manager
Linda Mohl	Office Co-Manager
Kathy Savidge	Tuition Manager
Cindy White	Bookkeeping/Payroll
Charlene Martinez	Tuition Assistant
Kristy Rowland	Tuition Assistant
Colleen Vineyard	Office Volunteer

IMPORTANT RECITAL INFO

It is important that you read this section over very carefully. Our recitals at Kathy's Studio of Dance are a large production, with a large commitment for the parents as well as the students. Recitals also have extra costs that you should be aware of. Please read this over carefully, and if you decide it's too much, please let the office know before November 1st. Students may still attend class without being in Recital.

Our Recital has three shows -- **June 24 (Friday), June 25 (Saturday), and June 26 (Sunday)**. A third of our students dance in each show. The only students who dance in all three shows are our Dance Company Members. We will have a 3-4 hour stage rehearsal for each show on **Thursday, June 23 (this is a required rehearsal)**. Students are notified what show they are in early in November. Please keep all of these dates open. Our Recital will take place at Highline Performing Arts Center again this year.

The week of June 13 all students who wish to perform in the recital must attend this last class or they will not be able to participate in Recital. There are no exceptions to this policy. We do not move the Rehearsal Date for any non-company classes. If you cannot attend the rehearsal, the student cannot participate in the show. We are sorry but family vacations are not excused. **All students must attend this rehearsal to be in recital.**

For Dance Company students only -- If a conflict arises -- graduation, school camp, school trip, etc., the studio must be notified by March 1st. After March 1st, it will be too late. We will try to change the class rehearsal to accommodate any conflicts so all students can be fully prepared together. After March 1st, if a company student has a conflict and cannot attend the studio dress rehearsal, they will not be able to dance in the recital.

Recital pictures will be taken at regular class time the week of May 9th.

IMPORTANT INFORMATION: Recital costume payments will be due in December. Payments will be due at class time -- Saturday students Dec. 4th, all others the week of December 6th. Please note - if costume payments are not paid at class time - students will not be able to participate in the June Recital. We want to give you plenty of notice so you may budget for expenses. The costumes will cost around \$50.00. No costumes can be special ordered; the date applies to all. You may pay for your costume in advance or anytime prior to the due date. (Dance Company can only order in Adult sizes for costumes.)

Extra fees each student will need to pay for recital:

- * Ticket fees to attend the recital. This is to defray the costs of putting on our Recital. Tickets are around \$17.00 per person.
- * Recital pictures (and class pictures) are offered to those parents who want pictures of their child in their costume.
- * For our recital, we require black ballet and tap shoes for all students except Dance Company. If students have the wrong color ballet shoes, they will have to buy the correct color for the show.

IMPORTANT NOTE: Because this is a professional production, no video filming or still pictures are allowed during the performances. At the dress rehearsal, parents may videotape or take pictures of their child's dance(s) only. **This is strictly enforced.**

Our recitals are something we are all very proud of. However, it is a major commitment. To make it fair to everyone, the rules will apply to all, with no exceptions. **IF YOU DO NOT WANT YOUR CHILD TO BE PART OF A STRUCTURED AND DISCIPLINED, BUT PROFESSIONAL PERFORMANCE, YOU MAY NOT WANT TO BE PART OF OUR RECITAL.** Our teachers work very hard and spend many extra hours to make our recital a success and something we can all be proud of. Please think about it before making your decision. It's hard work for all involved. But a fun and wonderful experience for our Dancers to share!

TROPHIES

Each child who participates in our Recital receives a trophy for the year of hard work. The trophies get larger each year here at the studio. **Important – If a student is returning to our studio after missing a year, please let the office know what year this is so they get the correct trophy at recital.**

IMPORTANT DATES FOR RECITAL ACTIVITIES

RECITAL 2011 KATHY'S STUDIO OF DANCE GOES TO WORK

Costumes payments due

For Saturday students	Saturday - Dec. 4
For Monday students	Monday - Dec. 6
For Tuesday students	Tuesday - Dec. 7
For Wednesday students	Wednesday - Dec. 8
For Thursday students	Thursday - Dec. 9

Parent Recital Info Meeting (costumes passed out to students)
April 25 – April 30 (regular class time)

Recital Pictures

Dance Company Program Pictures	May 7
ALL STUDENTS PICTURES	May 9 - May 14 (regular time)

Recital Tickets on sale May 1

Dance Company Required Video Rehearsal May 6 - 4:00 to 8:30 p.m.

Dress Rehearsal week at Studio (all students) June 13 - June 18
Sorry no exceptions – all students must attend

Stage Rehearsal at Highline Performing Arts Center (required) Thursday, June 23

Recital Friday, June 24, 7:00 p.m.
Saturday, June 25, 7:00 p.m.
Sunday, June 26, 3:00 p.m.

Important: At our stage dress rehearsal and recital – students will not be able to perform if they arrive late and the performance doors have been locked for security and to be fair this is strictly enforced!