2022-2023
Reif Dance
Our Mission
To support the development of each of our dancers as artists and individuals through quality dance instruction and performance opportunities.

The Program
Reif Dance encourages people of all ages to study the art of dance while promoting a spirit of community. We are proud to offer classes for students from the age of 3 to adult. Our program consists of three tracks including Dance Fundamentals, Technique Classes (distinguished by levels) and Adult Classes.

♦ Dance with Me
Dance with Me is for children ages 2 – 4 years old. The child takes the class with their parent or guardian to feel safe exploring the new territory of taking a dance class. Children learn to move and express themselves with music, exploring balance, strength and flexibility through playful movement.

♦ Dance Fundamentals:
Our Fundamentals program is a ballet based program. Students will learn basic ballet terminology while exploring creative movement and other dance styles. These classes are separated according to age and not ability. The reason for this is due to the fact that students at these early ages are learning motor and social skills and class etiquette according to what is appropriate for them developmentally. Dance Fundamentals includes Preschool, Kindergarten and 1st Grade Classes.

• Preschool is open to 3 to 5-year-olds. Students must turn 3 by Sep. 1st and be potty trained (Some young dancers may not be ready to handle the structure of a class on their own. We would recommend the Dance with Me class as an alternative.)

♦ Technique Classes
Reif Dance offers classes in Ballet, Pointe, Jazz, Tap, Modern, Contemporary, and Acrobatics. We currently have 6 levels of technique classes. Students are placed in levels according to their strength and technical ability. All students are encouraged but not required to study ballet. Ballet is the foundation for most dance techniques and students who attend regular ballet technique classes will likely progress at a faster rate than those who do not.

On average, students can expect to spend two to three years in each level. This is generally how long it takes for students to apply the lessons and technique that they have learned before they are ready to move up. An important part of training is learning to be patient and expecting to repeat things that have already been learned. Remember that each student is different. Please encourage your children to not compare themselves to others. We want our students to celebrate the successes of their fellow students and to value the hard work it takes to set and achieve goals.

A student’s level placement is at the discretion of the Reif Dance Staff.

♦ Adult Classes
These classes are for the recreational dancer who may have gotten a late start in studying dance but still wants to move. Adult classes are open to men and women of all ages.

Class Size
Fundamentals classes are limited to 20 students. All other classes are limited to 30 students. Classes generally require a minimum of 5 students enrolled to avoid cancellation. The Reif Center reserves the right to change class size as well as combine or move classes.

***Reif Dance is a performance focused program. While nobody is required to perform, there are performance opportunities for all students. Please notify your instructor and the Reif Office as early as possible if you are unable or do not wish to perform.***
Class Attendance

Attendance will be taken at the beginning of each class. Out of courtesy to the instructor, please notify the instructor or dance director well in advance of anticipated absences. Regular attendance is required for students to keep pace with class work and performance choreography. Parents will be notified if a student’s absenteeism becomes detrimental to their progress, or to that of the entire class. Students of the Reif Dance program are expected to be on time with proper hair and uniform for all of the classes in which they are enrolled. However, we understand that sometimes things come up. In the case of illness, emergency, or scheduling dilemmas, students will be permitted the following absences:

Technique Classes: 1 “Unmade-up” absence and 3 “Made-up” absences per session
Fundamentals: 3 Absences per session

(There are three sessions during the year Fall session runs September –December. Winter Session runs January through March 11th. Spring Session runs March 14th-June.)

*If your child is sick, please keep them home and allow them to recover. Germs pass so easily when you are touching the same ballet barre as everyone else.
*Missed classes should be made up.
*Students with poor attendance without reasonable cause will be dropped without refund.
*No refunds or reductions are made for missed classes.
*In the case of extended injury or illness, please come speak with the Dance Staff to see how we can work together to best serve your student and their class.

•Making Up Classes
Classes may be made up by attending a different class. Parents must contact their child’s instructor to determine which class would be appropriate to attend for a make up.

•Observing Classes
Students are encouraged to observe a class if they are too late to join in (usually 5 minutes) or are unable to dance due to injury or illness. If it’s agreed by the dance staff and their parents, that the student is not contagious and if they feel well enough to observe class, then it will NOT count as an absence. However, when the student is well again they may still make up the missed class.

•Tardiness
We understand that being late is sometimes unavoidable. However, a pupil who is more than five minutes late for class may be asked to observe rather than participate in class. The final decision is at the discretion of the instructor. This policy is in place to prevent student injury. A student who misses the first few exercises runs the risk of injury by not being properly warmed up. Please make sure that the student understands this. We have this policy because we care about student welfare.

*Please note, it is our goal to start classes at the time they are scheduled to begin. On night’s when a student has back-to-back classes or instructors teach several classes in a row it can get tricky. Classes (Including Fundamentals) will generally end 5 minutes early to allow students and instructors a brief break between classes.

Rehearsal Attendance

Students who plan to perform in the Nutcracker or Spring performance will be required to attend scheduled rehearsals outside of class time. These include but are not limited to; tech week rehearsals, weekend rehearsals for Nutcracker battle and party scene, and any soloist/demi soloist rehearsals. Dancers who have unexcused absences from these rehearsals may not be allowed to perform. We will incorporate the use of understudies and alternates and it is at the discretion of the Directors to utilize these resources if attendance becomes an issue. Rehearsals cannot be made up so please make them your priority!
Communication

It seems there is always something going on at Reif Dance. Some things are planned well in advance and some can be last minute. We will do our best to make sure that all of our families stay informed about all of the exciting things happening and any last minute changes which may occur. How will we communicate these things? . . .

• **Footnotes:** Our Reif Dance newsletter, Footnotes, will be emailed to you approximately every other month. These newsletters will contain important information including rehearsal schedules and special events. Please read these newsletters carefully to make sure you know what to expect.

• **Email:** As things come up during each week, such as a schedule change, cancellation or important news, we will send information via email. Please provide the Reif Office with a valid email address and update them if anything changes.

• **Remind App:** We will also be sending messages via phone with our Remind App. Remind will notify you immediately by text if there is a cancellation or schedule change. Please sign up for “everyone” as well as each class in which you are enrolled. Contact the Reif Box Office for details.

• **Bulletin Boards:** We have bulletin boards located in the dance lobby and in the dance hallway outside of Studios A & B. Especially close to show times, we will use these boards to communicate when there is just too much information to fit in an email. Please check them as you pick up or drop off your children to make sure that you stay informed about any special events or volunteer opportunities.

Class Cancellations

Occasionally classes are cancelled due to instructor absence, special events, scheduling conflicts, or prohibitive weather conditions. **The Reif Center reserves the right to one cancellation per session without make-up classes.** In the event of a weather-related cancellation, the Reif Center follows ISD #318 policy.

The Reif Center will send Remind Alerts to families in the event of last minute cancellations. We will also post signs outside of the main dance entrance. **Parents are responsible to check these signs to avoid leaving students stranded.**

When a make-up class needs to be scheduled, you will receive the scheduled time via e-mail.

**If in doubt about any cancellations please call 218-327-5780.**

Class Rules

Dance is meant to be fun but should also teach us discipline. Students studying a dance technique are expected to display certain behaviors including punctuality, Reif Dance dress code, and rules of etiquette laid out by the individual instructor. If these expectations are not met, instructors have the right to excuse students from class or have them sit and observe. In this event, parents/guardians will be notified.

Student Supervision

It is not the instructor’s or the Reif Staff’s responsibility to monitor student behavior before or after class. All students are encouraged to arrive 15 minutes prior to the start of class. Students should use this time before class to warm up, stretch, and prepare themselves for class.

* **Parents are required to monitor their children before classes; enforce building rules (no running, horseplay, loud voices, etc.), and be punctual when picking up students after class. Instructors are not required to wait longer than 15 minutes after class is over before locking and leaving the building.**

* **Students may not go outside and wait for pick-up. Parents, please come into the building when dropping off and picking up.** This is for the safety of all students and to ensure that you receive any communications from staff which may pertain to you or your child.
**Parent Observation**

- **Fundamentals:** Young students often have a difficult time focusing in a classroom setting. This becomes a much bigger problem when young students see their parents or other people “peeking in” on their class. Please understand that we do not wish to keep you away from your children. However, we do ask that you not enter the studio or look in through the door during class. We have an informal demonstration planned for December 10th at 2:00 for your child to have an opportunity to show you what they have learned. The informal demonstration is free and open to the public. Please let your instructor know ASAP if you will not be able to participate to allow them time to choreograph accordingly.

- For classes in studios A & B, the windows in the student lounge are a lovely convenience of this facility which can allow parents and friends a chance to see their dancers in action. Dance is a performance art, and students should learn to feel comfortable with people watching them work. However, there are times when even the older students need time without observers to help them focus. The instructor will decide when it is appropriate to lift the curtains and allow an audience. Observers should conduct themselves with respect to the classes that are in session. Please, do not touch the glass or cause distractions.

**Student Lounge**

The Student Lounge (or the Observation Room) is here for students to do homework, eat dinner or warm-up before class. Students are welcome to use the refrigerator and microwave as long as they clean up after themselves. Please do not abuse these privileges. The Dance Staff does not have time to clean up after you. If the mess gets out of hand, all students will lose privileges. There is also a phone available in the Student Lounge for students to call their parents. You must first dial a “9” and then the phone number. (Local calls only) Please be respectful of the facility and your fellow dancers while in the Student Lounge. Keep the volume down and don’t leave your belongings lying around.

**Parent Involvement**

Throughout the year there are several opportunities for parents to get involved. We need moms and dads to help out backstage during shows, with our annual fundraisers, sewing costumes and various other projects. We need your help to keep our program great! Let us know how you can help!

- **Fundraising:** All dance families are required to help fundraise to keep our program affordable and accessible to all. This year we already have three great fundraisers planned.
  - Near Christmas time we will have our annual poinsettia fundraiser. This is a great and easy fundraiser and students can even earn cash prizes for being one of the top sellers.
  - Our second fundraiser will be Santa’s Workshop on Sunday, December 4. We need volunteers to wrap presents, serve refreshments, help take pictures with Santa, etc. Please mark your calendar and let us know how you can help.
  - Our third fundraiser will be our Easter flower fundraiser. Students again can earn cash prizes for being a top seller of these beautiful tulips and lilies.

- **Dance Parents Organization (DPO)**
The Dance Parents Organization includes every parent or guardian of a Reif Dancer. Our first meeting is scheduled for September 7th at 6:00pm. Please plan to attend and get the rundown of what to expect this year from Reif Dance and how you can help make it a success. Two additional meetings are planned for Thursday, November 10th at 7:30pm, and March 9th at 7:30pm. These meetings will involve the delegation of parents volunteers, show updates, and other opportunities for both students and parents of Reif Dance. These meetings will also serve as an opportunity for questions and clarifications of all things pertaining to our program.

- **Parent Volunteer Hall Monitors**
Starting this year, we need parents to volunteer as monitors in the dance hallway each night. Students should not be running around the building, being loud, or disrupting ongoing classes. This is an easy volunteer opportunity for parents to be immensely helpful while their child is in class. We will have a virtual sign up sheet that will be sent via email after registration. Please take a turn to help keep our kids calm and safe.

- **Parent Help During Productions**
During every production during the year (Nutcracker, Company Show, Spring Show) we need parents to take turns helping out. We need Backstage Coordinators to stage manage and keep the show rolling, Backstage Parents to keep the kids calm and ready to perform, and Bouncers to monitor who has access to the backstage area. Please plan to volunteer at least once during every production in which your child participates.
Open Door Policy
Reif Dance staff are always willing to help with parent/student questions and concerns. However, some times are better than others. Instead of trying to speak with an instructor before or after class, we ask that you call ahead of time to make an appointment. This ensures that all classes can start as scheduled.

Teaching Assistants
Students in Intermediate/Advanced and Advanced classes are encouraged to apply to become Teaching Assistants. This is a wonderfully rewarding experience. By working as an assistant, you receive marketable work experience and you will grow as a dancer. Teaching assistants are chosen by the Dance Staff. The respective instructors of any given class will supervise teaching assistants. A completed teacher’s assistant form must be submitted along with the dance registration form at the time of registration.

*A mandatory Teaching Assistant Training Session is scheduled on September 7th at 4:00.

Registration
Registration will be taken over two days in the Reif lobby. The dance staff will be available for questions during this time.

Registration forms will be available in the lobby during registration days. Registrations will be taken on a “first come, first served” basis and will be date and time stamped.

If you can not be available for registration days, please call the Reif Center at (218) 327-5780.

*Registrations without payment and a signed policy release form will not be accepted or processed.

Dressing for Class
Do not wear jewelry in class (earrings, watches, rings, necklaces, bracelets, etc.)
Leg warmers and other extraneous pieces of attire are not allowed without the expressed permission of the instructor. Put your name in absolutely everything! Make sure you take your own things home!

Students should not enter or leave the premises dressed in a leotard and tights. Always wear a “cover-up.” In cold months please wear pants, coats and appropriate footwear-no flip-flops! This is for the health of our students and to display a sense of propriety.

Fundamentals: Parents may help their dancers dress in the bathrooms located in the dance wing or in the dance dressing room. Do not leave anything behind. We are not responsible for lost or stolen items!

*The lobby bathrooms are PUBLIC bathrooms. They are not dressing rooms. It is not proper for children to use these restrooms for changing.

All Technique Classes: Ladies, please dress in the dance locker room area. Gentlemen use the men’s room at the end of the dance hall. The dressing areas are not under surveillance. Please do not leave valuables in the dressing room.

*THERE IS ABSOLUTELY NO FOOD ALLOWED IN THE DRESSING ROOM! This especially includes keeping food in lockers! We have had problems with ants and mice in the past as a result of students breaking this rule. Please be respectful of our facility and eat only in the student lounge. Please do not leave young children unattended. Get them ready and wait with them until they enter their class.

Performances
Reif Dance is blessed to call the Reif Center home, where we perform several shows throughout the year. Every student is encouraged but not required to perform in these shows. Please let your instructor and the Reif Office know as soon as possible if you will not be able to perform in any of the planned shows. This will make it easier on the other students and on the instructors who are trying to prepare for performance and will also prevent unnecessary costumes from being ordered.

Fundamentals Participate in two informal demos during the year and one performance: The Spring Show.
Ballet (all levels) Participate in two performances during the year: The Nutcracker and The Spring Show.
Tap, Jazz, Modern (all levels) Participate in one performance a year: The Spring Show.
Acrobatics classes will not participate in productions. It is strictly a supplementary training program. (Adult classes are invited to perform in the Spring Show but it is not required.)
**Company**

The Reif Dance Company (RDC) is made up of our most dedicated dancers who audition to be a part of the company. The audition is open to dancers in level III through VI. These students attend Saturday classes and additional rehearsals throughout the year. The Company performs in the Company show in March. The Company may also attend trips to the twin cities to attend master classes or other cultural events. Members of the Company are responsible to cover costs of trips and other activities. The selection of Company members is at the discretion of the Reif Dance Staff.

* Reif Dance Company members will pay a $100 participation fee for the year.

**Tuition**

Please refer to the registration form for current tuition rates. Contact the Reif Center Box Office with Questions: 218.327.5780

**Payments**

Payments must be mailed or delivered to the Reif Center Box Office. **Please do not give payments to the instructors.** The Reif Center is not responsible for payments that are left on the instructors’ desks. If you need to pay after office hours, please slide it under the door of the Reif front office, NOT the dance office.

**Refunds**

- Students enrolled in classes that are dropped due to low enrollment will either be moved to another class or receive full refunds.
- Prepaid students dropping a class will receive a refund for each full month remaining.
- Students with poor attendance without reasonable cause will be dropped without refund.

**Insurance**

Insurance is not provided. Parents should check their homeowner’s policy, in case of stolen items, to be certain of coverage.

**Fees**

**Spring Performance Costume and Production Fees:** Parents will be paying the full amount for all costumes. A $30.00 deposit will be required for each class taken by each child enrolled in dance (this added to December’s tuition). The remaining amount due will vary by class, and the total will be added to accounts and billed with regular tuition in February (a production fee may also be added at this time).

**Late Payment Fee:** Payments are considered late after the 10th of the month and will be charged a late fee of $10.00 per month and dismissed from the program if late payments extend beyond two months.

**Returned Check Fee:** A $30.00 handling fee will be charged for all returned checks.

**Scholarships**

The Reif Arts Council believes that "quality arts experiences should be accessible to all." To this end, several strategies are in place to ensure that dance classes remain affordable. Questions concerning scholarships and waivers should be directed to Shantel Dow (Executive Director) at 327-5780.

**FREE Fundamentals:** First time Fundamentals students receive their first month FREE! If you are a returning Reif dance student in fundamentals current fundamental rates apply.

**Partial Scholarships:** Partial scholarships (based upon family income level) are available upon request. Continuation of these scholarships is contingent upon regular attendance and class participation. The Executive Director of the Reif Arts Council will make all scholarship determinations, and those determinations are final.
Scholarships Continued
Scholarship students must maintain a paid balance every month. If this policy is not adhered to, the scholarship will be terminated.
Students applying for scholarships must submit their applications, completed in full, by Friday, August 26. A student is placed on the class list at the time a completed scholarship and registration form is submitted. All students must pay for September tuition in full. Scholarships will go into effect in October. If September tuition is not paid in full by the start of classes, the scholarship will not be activated.

Class Attire
It is required that you write your name inside your dance shoes and attire!
Everyone’s uniform looks the same. Label EVERYTHING!

Fundamentals  Students wear designated leotard, white socks and pink ballet shoes. See the chart below for leotard information. These leotards are a specific style and color without tutus or skirts. Please, NO satin bedroom slippers. Fundamentals students should have their hair in a tidy, high bun for class.

Ballet  Students wear solid color leotards (color to match level from chart below) and pink ballet slippers. We recommend brands such as Bloch, Sansha or Capezio. Ballet students wear “ballet pink” tights. Levels 1 & 2 wear Capezio Ultra Soft Transition Tights and Levels 3 and above wear Capezio Seamed Professional Mesh Transition Tights. (Live Links will be provided on our website). Pointe Shoe ribbons are a requirement for Levels 3-6 and Company Dancers on their flat shoes as well as pointe shoes. Students are also required to wear a waist elastic as described below. Ballet students Fundamentals-Level 3 wear High Bun and Level 4-6 wear French Twist.

Jazz  Students wear solid color leotards (color to match level from chart below) and ballet pink or black tights. Students are also required to wear a waist elastic as described below. Jazz shoes are required. Shoes must be BLACK and must have a split sole. Lace up or slip-on shoes are acceptable. (Recommended styles include; Capezio EJ1 or EJ1C, Capezio EJ2 or EJ2C, Bloch S0405, or Bloch S0401.) Students may be required to have character shoes and/or dance paws in addition to their Jazz Shoes. Parents will be notified, if required. Students may wear black jazz pants or tap shorts with no writing. You may be asked to remove them after warm ups. So, be sure to wear your tights! Jazz students should have their hair in a tidy bun or ponytail.

Tap  Students wear solid color leotards (any color from the chart below) and ballet pink tights. Oxford style tap shoes are required. Shoes must be BLACK and have a SOLID sole—NO “Flex” or split-sole shoes. (Recommended styles include Capezio CG09, Capezio CG17/CG17c, and Bloch S0361L.) Students may be required to have character shoes in addition to their Oxford taps. Parents will be notified, if required. Students may wear black jazz pants or tap shorts with no writing. Tap students should neatly secure hair out of their face.

*Please note that you get what you pay for with tap shoes. The money you might save by buying cheap shoes is not worth the struggle you or your child will endure trying to make sounds with a bad shoe.

Modern  Students wear solid color leotards (color to match level from chart below) and pink footless or convertible tights. Students dance in bare feet. Modern students should have their hair in a tidy bun or ponytail.

Wavy shorts with no writing. Tap students should neatly secure hair out of their face.

Boys  Students wear black or white ballet shoes, black tights or Black Jazz pants (NO pants with pockets allowed!), form-fitting white or black shirts, and dance belts. (The same is worn for Tap or Jazz but with the appropriate shoes.) Boys hair must be out of their eyes.

Adult  Adults wear required shoes for their discipline and workout clothes (i.e. yoga pants, form-fitting tees).

Waist Elastic for Ballet and Jazz  A white, 1" thick waist elastic is required for all levels of BALLET and JAZZ (note that Fundamentals, Modern and Tap are not required to wear this.) This will most likely have to be home-made, and materials can be purchased anywhere sewing supplies are available. Students are to wear this elastic just above their hip bones. This simple tool provides teachers and students alike with a visual aid to see if their hips are in proper technical alignment.

Students wear leotards as listed in the chart below:
All students must wear the style listed in the chart below according to your level. Fundamentals students may purchase a different brand as long as it is the simple camisole style with no attached skirt. You do not need to have one of each style listed. All items listed are available from Discount Dance Supply www.discountdance.com/ 1(800)328-7107.

**Discount Dance Supply Teacher Discount Code is TP61949.**
This code should get you a discount on your order. You are not required to order through this company but we have had great luck with them in the past. Feel free to shop around for other options.

*Please think about donating any leotards that you are not currently using.
You may drop them off at the Box Office at any time during the year.*

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<thead>
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<th>Class</th>
<th>Brand</th>
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