

Dear Parents,

Please read this letter first. It explains all the paperwork you are receiving.

Now that the recital season is upon us, I have information to share that should make your recital experience smooth and pleasant.

Muscatine Picture Days are Friday and Saturday, May 21 and 22, 2010.

The first form is the package and pricelist. Please have your envelope filled out prior to arriving for pictures. Arrive at least 30 minutes to allow time to check in with photographers and get your child dressed. The purple slip is to be filled out for the group 5x7 and returned in the order envelope.

Next is the picture time sheet. We have highlighted your times but double check them in case there was an oversight. Below I have listed the column descriptions.

| Group Code | Picture Time | Day | Class Time | Studio | Teacher/Information |
|------------|--------------|-----|------------|--------|---------------------|
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The **Group Code** is tracking for the photographer. There is a place on the order sheet that asks for the group code letter. This *must* be filled in. The **Picture Time** is your classes scheduled time. Please allow enough time to check in and get your child dressed. If possible have your child arrive in their first picture outfit. **Class time** and **day** is your child's regular scheduled time and day. The **studio** is your child's class location. **Teacher** is your child's regular class instructor.

Parents, it is easiest to have everything in a tub that you will need for picture day. You will be required to use a tub or laundry basket at the recital. Label everything!!!!

Pictures will be held at the Muscatine studio located at 431 Lake Park Blvd.

When you arrive at the studio, you will enter the lobby and go to the studio that is closest to the reception desk. There your child may dress and get ready for pictures. Please no males in this area we will have many young ladies changing.

**Recital T-Shirt:**

Each family will receive one recital t-shirt. Please fill out the form and return by May 7, 2010. Additional t-shirts may be ordered.

**Tickets:**

Each family participating in recital receives two tickets. Additional tickets can be purchased on picture day only. Otherwise, they can be purchased at the door the day of recital.

If you lose your tickets the studio will **not** reimburse. Please hold them in a safe place that will not be forgotten.

**Recital DVD:**

Each family will receive one DVD of either Recital I or II. The video form is attached and must be turned in by dress rehearsal on Friday, June 18, 2010. Additional DVDs may be purchased; however, anything ordered after recital will have an additional \$5.00 purchase price.

Recital venue is the Performing Arts Center located at Central Middle School.

**Rehearsal - Thursday, June 10, 2010:**

Rehearsal for Recital I will be from 4:30 to 6 p.m. and for Recital II from 6:30 to 8:30 p.m.

The first night of rehearsal is usually the most challenging because it is the first night everyone is all together. Students can wear regular class attire. Plan on arriving early because announcements will be made 10 minutes prior to the start of your child's scheduled rehearsal time. All students will remain in the front of house (the auditorium) with parents seated directly behind them. You are responsible for your child. Children are to remain in their seats until escorted to the stage. Children should not be up running around or be in the lobby without an adult. We start with finale which means **all** groups are lining up backstage. Once finale has finished, children return to their seats and we run the show from the top. After your child has performed and her group hasn't been asked to stay, you are free to leave.

**Dress Rehearsal – Friday, June 11, 2010:**

Dress rehearsal for Recital I will be from 4:30 to 6 p.m. and for Recital II from 6:30 to 8:30 p.m.

You will arrive at the auditorium and be directed to your child's assigned area. Announcements will be made 10 minutes prior to rehearsal starting. You are free to leave or sit in front of house and watch the rehearsal. This is the only night you may videotape and take pictures. If your child's class has not been asked to stay, you may leave after they have performed.

**RECITAL DAY: Saturday, June 12, 2010:**

Recital I will be held from 11 a.m. to 1 p.m. and Recital II from 2:30 to 4:30 p.m.

Backstage doors will open an hour before show time and front of house opens 45 minutes before show starts. Please have children back stage no later than a half an hour before show starts. Once the show is over, children will be escorted back to their assigned areas for pick up. Please allow students in the gym to gather belongings and leave.

### **Flowers and Gifts:**

Once again, JD's Irish Ivey will be selling arm bouquets, single roses, webkinz, balloons and much more the day of recital. Personalized preorders are accepted if you call 1-800-909-2331 or e-mail [jboysen@louisacomm.net](mailto:jboysen@louisacomm.net)

**A Guy and a Grill will be onsite selling lunch items.** We have kept a great rapport with the staff at the auditorium for this activity so please refrain from taking any food or beverages into the auditorium.

### **Dress Code for show:**

The stage lights are bright and will make little faces look pale on stage. It is encouraged that dancers wear mascara, cheek color, lipstick/gloss in moderation. No underwear is allowed on stage. Small stud earrings are acceptable. Dangling earrings are not allowed. No brightly colored fingernail polish is allowed on stage, especially for dancers performing barefoot. I will ask you to remove it. All bangs must be pinned back.

### **Rules for backstage:**

Parents, I cannot stress enough the importance of labeling everything. Label shoes, costumes and tights. If you have a tub or a laundry basket it makes arriving and leaving easier.

**NO FOOD ALLOWED! Absolutely no food allowed backstage.** I have a few students that have food allergies and it would be very difficult to police what foods are safe backstage; therefore, I have banned everything. If food is found, it will be thrown away by either me or the backstage helpers. Water is the only beverage allowed backstage. Any colored drink will be disposed of.

Please do not bring valuables backstage. Every year I end up with play station games, leap pads, ipods, etc.

You may send coloring books, crayons (no markers or scissors), puzzles or easy things to occupy your child.

### **What is going on backstage?**

There are student volunteers that stay backstage with your child's class during show. They are responsible for bathroom runs, entertainment, tying shoes and changing costumes. They do this so you can sit out in the audience and enjoy the show.

There are also "floaters" and they will be in RCMD staff shirts. These adults are volunteering their time to stay backstage. They patrol the gyms and hallways and help line children up to perform.

Please remember that a simple thank you goes a long way.

During the show, we ask parents to remain in the auditorium and not run back and forth to the gym. The only exception is for the girls who have multiple hair requirements.

**The Budding Ballerinas will perform early in the first half of the show. Parents are encouraged to come backstage and pick them up after their performance and bring them backstage four numbers before the end of the show to line up for finale.**

Parents, as we wrap up another year, please keep a few things in mind about your child and their RCMD dance experience. We do not compare children to their peers. As instructors, we observe how a dancer has improved from the beginning of the year or how they have improved over last year and this is how we gauge success. Please be positive and encouraging when we get to the auditorium. This is what we have worked all year for. The stage is big, the lights are bright, costumes are itchy but your children are ready. Support them, praise them and help their experience be a confidence builder.

Summer classes are on the website and registration is open.

We are in the process of setting up fall classes. We are scheduled to open registration in early May. We are making changes for the 2010-2011 year. We are going paperless and all registration will be handled online by either the parent through the website/parent portal or online through the office. We will be sending instructions for parents to set up parent portals through a software program we use. All online registration, once approved by the office, will receive a confirmation email. Parents are responsible for entering account information. Accounts are not billed at the time of submission because all registration must be approved by the office to ensure we have students appropriately placed in classes. There is more information coming soon.

Sincerely,

Miss Abby