



2024 PRESCHOOL SUMMER CLASSES HANDBOOK

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HOUSTON BALLET MISSION STATEMENT



To inspire a lasting love and appreciation for dance through artistic excellence, exhilarating performances, innovative choreography, and superb educational programs.

In furtherance of our mission, we are committed to maintaining and enhancing our status as:

- A classically trained company with a diverse repertory, whose range includes the classics, as well as contemporary works.
- A company that attracts the world's best dancers and choreographers and provides them with an environment where they can thrive and further develop the art form.
- An international company that is accessible to broad and growing local, national, and international audiences.
- A company with a world-class Academy that provides first rate instruction for professional dancers and meaningful programs for non-professional dancers.
- A company with state-of-the-art facilities for performances, rehearsals, and ongoing operations.

Inclusion, Diversity, Equity, and Access Statement

Houston Ballet is dedicated to creating meaningful change by cultivating a space that honors what is unique in all of us. Inclusion, Diversity, Equity, and Access (IDEA) are instrumental in the fulfillment of our mission and values. We recognize our responsibility to be an inclusive and open organization for students, artists, staff, trustees, and volunteers of all backgrounds.

Join us, together we are Houston Ballet.



MEET THE ACADEMY



Stanton Welch

Artistic Director,
Member of the Order
of Australia



Julie Kent

Artistic Director



James Nelson

Executive Director



Jennifer Sommers
Academy Director



Yahudi Castañeda

Academy Artistic
Operations Associate
Director



Katie Wesche

Academy
Administrative
Associate Director



Bryana Bordelon

Academy Student Life
Manager



Carla Cortez

Academy Registrar



Dustin Shaw

Academy Programs
Manager



Reagan Lynch

Academy Artistic
Operations
Coordinator



Tempest McLendon

Academy
Administrative
Coordinator



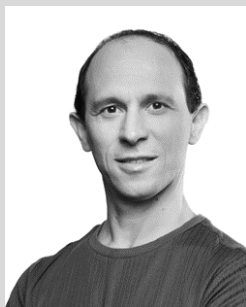
Angela Galvez

Academy Student
Support Coordinator

ACADEMY ARTISTIC STAFF



Beth Everitt
Lower School
Principal &
Children's Ballet
Master



Orlando Molina
Boys Program
Coordinator



Cheryne Busch
Upper School
Principal



Claudio Muñoz
HBII Ballet Master



Susan Bryant
Principal
Instructor



Kelly Myernick
Principal
Instructor



Christopher Coomer
Principal
Instructor

ACADEMY INSTRUCTORS



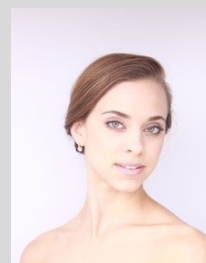
Heidi Erickson



Carla Flores



Betsy McMillan



Mallory Mehaffey



Paola Murga



Lucinda Rohrer



Kamryn Spell



Holda Torres



Dalirys
Valladares

ACADEMY CONTACT INFORMATION

Summer Program classes are held at the Margaret Alkek Williams Center for Dance.

Margaret Alkek Williams Center for Dance Address:
601 Preston Street
Houston, TX 77002



Administrative Offices Phone Number:
713-523-6300

Academy General Inquiry Email Address:
hbacademy@houstonballet.org

Houston Ballet Summer Programs Webpage:
<https://www.houstonballet.org/about/academy1/summer-intensive-program/>

Academy Administrative Staff Contact Information

Jennifer Sommers
jsommers@houstonballet.org
713-535-3207

Dustin Shaw
dshaw@houstonballet.org
713-874-5470

Tempest McLendon
tmclendon@houstonballet.org
713-535-3209

Katie Wesche
kwesche@houstonballet.org
713-535-3219

Bryana Bordelon
bbordelon@houstonballet.org
713-535-3201

Reagan Lynch
rlynch@houstonballet.org
713-874-5461

Yahudi Castaneda
ycastaneda@houstonballet.org
713-535-3205

Carla Cortez
cccortez@houstonballet.org
713-535-3218

Angela Galvez
agalvez@houstonballet.org
713-535-3210

SUMMER CALENDAR

All dates and times are subject to change.

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
DECEMBER						
17	18	19	20	21	22	23
	Registration Opens for Current Students					
JANUARY						
7	8	9	10	11	12	13
					Registration Opens for New Students	
JULY						
30	1	2	3	4	5	6
						Orientation & Check-In
7	8	9	10	11	12	13
						First Day of Saturday Classes
14	15	16	17	18	19	20
First Day of Sunday Classes						
21	22	23	24	25	26	27
28	29	30	31	1	2	3
AUGUST						
4	5	6	7	8	9	10
	Nutcracker Children's Workshop Begins				Nutcracker Children's Workshop Ends	Last Day of Saturday Classes
11	12	13	14	15	16	17
Last Day of Sunday Classes						

Registration & Tuition

Schedule

July 13, 2024 - August 11, 2024

**Times are subject to change.*

Parent & Me Ages 2-3 - must be at least 2 years old as of 7/13/2024 Birthdate Range: 9/2/2020-7/13/2022		
Section A Saturday 9:00-9:45	Section B Saturday 10:30-11:15	
Section C Saturday 11:00-11:45	Section D Sunday 11:00-11:45	
Joy of Motion Ages 3-4 - must be at least 3 years old as of 9/1/2023 Birthdate Range: 9/2/2019-9/1/2020		
Section A Saturday 9:30-10:15	Section B Saturday 10:00-10:45	Section C Saturday 11:30-12:15
Section D Sunday 11:30-12:15	Section E Sunday 12:00-12:45	Section F Sunday 1:30-2:15
Creative Dance Ages 4-5 - must be at least 4 years old as of 9/1/2023 Birthdate Range: 9/2/2018-9/1/2019		
Section A Sunday 12:30-1:15		
Pre-Ballet Ages 5-6 - must be at least 5 years old as of 9/1/2023 Birthdate Range: 9/2/2017-9/1/2018		
Section A Sunday 1:00-2:00		

Students ages 4-6 as of 9/1/2023 (birthdate range: 9/2/2016-9/1/2019) are eligible for the Youth Summer Training Program.

For more information about this program, visit our website [HERE](#).

Withdrawal Policy

If a student wishes to withdraw from the Preschool Summer Classes, the Registrar's Office must receive a completed Withdrawal Form available [HERE](#). Verbal notification of withdrawal will not be accepted. Please refer to the refund policy on the next page.

Tuition & Fees

Registration and payment (tuition and fees) are due at the time of registration to secure their enrollment. Registration will close once level/section caps are reached.

Program Registration Fee	\$50	Required for all students
Tuition	\$170	Required for Summer Preschool students in Parent & Me, Joy of Motion, and Creative Dance
Tuition	\$200	Required for Summer Preschool students in Pre-Ballet
Late Fee	\$25	Required on invoices that are not paid by posted due date <i>Applied on the next business day at 4:00pm CT.</i>

Payment Schedule			
Installment	Due Date	Summer Preschool	Fees
#1	At the time of registration	\$170/\$200	\$50-Tuition registration
TOTAL		\$220/\$250	

Houston Ballet accepts checks*, cashier's checks, cash, or credit cards. Payments may be mailed, hand-delivered, completed online, or phoned into the Academy office. *If a check is returned for any reason, a \$25 fee will be charged. The fee must be paid in cash within one week from the time the owner of the account is notified.

REFUND POLICY

All fees and 1/4 of tuition are nonrefundable and nontransferable. The remaining tuition is refundable prior to May 1, 2024. Formal withdrawal must be received prior to May 1, 2024, to be eligible for any refund. *All fees and tuition are nonrefundable and nontransferable after May 1, 2024.* The Academy is not liable or obligated in any way to process any refunds or issue any tuition credits after May 1, 2024.

Academy Procedures

Houston Ballet Academy Rules & Policies

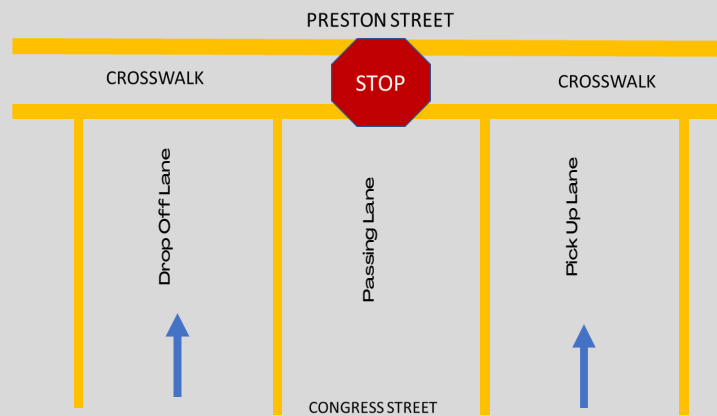
Houston Ballet Academy rules and policies can be found [HERE](#). We recommend reviewing this document in addition to the Summer Program Handbook. This document includes overall rules for the Center for Dance, proper student/employee engagement, non-discrimination/non-harassment policy, anti-bullying policy, media & social media policies, health policies, and releases included in the registration form.

COVID-19 Protocols

The COVID-19 vaccine and boosters are strongly encouraged but not required for Houston Ballet Academy's 2024 Summer Programs. Houston Ballet reserves the right to adapt masking protocols based on community spread in the city of Houston.

Arrival & Departure

- Parking options are listed [HERE](#).
- Families may use the driveway, entering from Congress Street.
 - Students being dropped off should use the far-left lane
 - Students being picked up should use the far-right lane
 - Middle lane should be clear for those to pass



Driveway Policies

- Students will not be allowed into the building until 15 minutes prior to the start of class.
- Recommended to arrive no earlier than the end of the student's last class.
- Do not drop off or pick up students on the roads next to the Center for Dance.
- Families cannot park in the driveway.
- Do not walk up the ramps, but use the sidewalks.

Always follow instructions provided by HPD officers, security guards, and class monitors at the Center for Dance and all City of Houston driving/parking regulations.

Attendance

- Students that arrive more than 15 minutes late to class may not be permitted to participate in class. This is at the teacher's discretion and for the safety of the student.
- If a student is absent, complete the absence notification form [**HERE**](#). Please note that we are unable to accommodate make-up classes during the summer.
- Tuition will not be prorated for missed classes.

Injury & Illness

The Houston Ballet Academy employs thoroughly trained instructors and utmost care is given to all students; however, the Academy cannot be responsible for any injuries sustained by a student. If a student becomes ill or injured, the student or instructor should notify an Academy staff member immediately. If a student is ill or injured, the parent/guardian will be notified to pick up the student for the remainder of the day.

Evaluations & Private Lessons

There are no formal evaluations/assessments given during the summer program.

Private lessons or studio use for private use during the summer program are not allowed.

Observations

Class observation will not be held during the 2024 Preschool Summer Classes.

Click links
for more
information

Class Attire

	Parent & Me	Joy of Motion Creative Dance	Pre-Ballet
Female-Identifying Dancers	Student: Comfortable clothing to move in freely. Parent/Guardian: Comfortable clothing to move in freely.	Leotard: <u>Wear Moi style Coralie - cap sleeve leotard</u> Tights: Body Wrappers style C33 - theatrical pink or skin tone-inclusive Shoes: None	Leotard: <u>Wear Moi style Coralie - cap sleeve leotard</u> Tights: Body Wrappers style C81 - theatrical pink or skin tone-inclusive Shoes: Bloch style Prolite 2 Hybrid - pink or Blendz - skin tone-inclusive
Male-Identifying Dancers		Shirt: <u>Wear Moi style Conrad - white</u> Bike Shorts: Motionwear style 7105 - black Shoes: none	Shoes: Bloch style Performa Stretch Canvas - black & Tall Socks - white

Skin Tone-Inclusive Shoes & Tights Matching Guide

	Blendz Tights	Shoe Options
Confident Cocoa		Blendz Confident Cocoa  Spray Fashion Brown 
Brazen Brown		Blendz Brazen Brown  Capezio Mocha  Spray Tan 
Maven Mahogany		Blendz Maven Mahogany  Spray Bark 
Tenacious Tan		Blendz Tenacious Tan  Capezio Light Suntan  Capezio Nude  Spray Chamois 

Attire Procedures

- Female-identifying students should have their hair pulled back away from the face and secured neatly in a ballet bun. Students with short hair should wear a headband and secure the hair at the back. For more information on Houston Ballet Academy's hair requirements for female-identifying students, please see our bun tutorial [HERE](#).
- Male-identifying students should have their hair neatly groomed and pulled back away from the face.
- Students with hair that is in braids, twists, or locs should secure hair back, without loose ends, and off the nape of the neck.
- Leg warmers and sweatpants are not allowed to be worn in class.
- Students may wear one pair of earring studs. No other jewelry may be worn.
- Students should not wear dance clothes as street wear outside Houston Ballet.
- Students should not apply lotion in the studios or apply lotion to the skin on days where they will be doing floor work. Lotion and oils can create slick spots on the studio floor.

Purchasing Attire

Houston Ballet does not have a dance supply store onsite. Students should arrive at the start of the program with all required attire and shoes.

Uniform leotards and shirts can be purchased through [E-Commerce](#) in Classe365. Uniform leotards and shirts purchased prior to May 15th will be shipped to the student, except for students with international addresses. Uniform leotards and shirts purchased on or after May 15th will be held at the Center for Dance for pick-up at check-in on Saturday, July 6, 2024.

For questions and concerns regarding E-Commerce orders, contact Leslie Goodrum at lgoodrum@houstonballet.org.

For additional supplies, including tights and shoes, items may be purchased via online stores or one of the dance store options in the Houston area listed below. We recommend calling any store before arriving to ensure they have the needed items in stock.

Dance Trends
14520 Memorial Drive
Houston, TX 77079
(281) 558-1400

Jazz Rags Dancewear
25701 Interstate 45 N #10a
Spring, TX 77380
(281) 364-1600