

**TANYA’S DANCE CO. COMPETITION TEAM CONSTITUTION
2011-2012**

I) NAME AND PURPOSE

- a) The official name of this organization shall be the “Tanya’s Dance Co. Competition Team”. In the body of this Constitution, "Team" will reference the Tanya’s Dance Co. Competition Team.
- b) All Team members' families are automatically members of the Tanya’s Dance Co. Competition Team.
- c) The purpose of this organization shall be to promote studio spirit, entertain at athletic events, special events, and compete with other teams of a similar nature.

II) SEASON

- a) The Team will be active year-round, with the Attendance Policy in effect from the current Formal Audition Date through the Formal Audition Date of the following year. Please note that this level of commitment will conflict with most sports seasons, and other extra-curricular activities such as band, choir, drama, skating, etc. It is expected that team members place this as their first extracurricular commitment. Summer classes are not required but are highly recommended.
- b) Optional activities will include, but are not limited to, the following events in which participation is very strongly recommended:
 - i) Dance Workshops – various through-out the year, Intensive, MDAA, private workshops, competition conventions, etc. Dance training and skill development are stressed.
 - ii) National-level competitions–these events give the dancers experience performing in front of the best judges nation-wide. It is an honor to represent the studio and a thrill to attain national ranking.
- c) All competition students are required to attend the Jump-Start Intensive held in August. If they are unable to attend, they are required to take private lessons to learn the choreography they missed.

III) ELIGIBILITY

- a) All students 2nd grade and above are eligible to audition for membership of the Team, providing they meet all eligibility requirements contained in Article V.
- b) Everyone auditioning for the Team must be in good physical health and must have a signed Application and Permission Form prior to auditions.
- c) All candidates are expected to be good students and maintain Montana School Districts eligibility GPA.

d) Prior members, who have voluntarily resigned or been placed on a “Leave of Absence” for medical or scholastic reasons, are eligible to audition for the next season's Team, as long as they meet all the requirements in Article V.

e) Prior members, who have been dismissed from the Team, or who have resigned for reasons other than in Item e, are ineligible to audition for the next season's Team.

f) Any member who wishes to compete in a solo, duet, or trio in addition to their Team classes may schedule it through the studio. Choreography fees range from \$300-\$500, as well as a private lesson fee of \$35 per each 50 minute lesson in order to teach the choreography. Half the choreography fee is due to the instructor on the first lesson and the other half is due on the last day of learning choreography. Payment should be made by cash or check directly to the choreographer.

g) Any member can enter a student choreography piece for competition however, only seniors will be permitted to perform their piece at the annual dance recital.

IV) METHOD OF SELECTION/AUDITIONS

a) All candidates will be taught dance combos in each style of dance. All skills will be performed for a panel of judges at the Formal Audition.

b) The judges will use a standard set of score sheets and will score each candidate in several different categories based upon their dance abilities.

c) The Director will select the judges for all auditions. The judges will include the Director and an unspecified number of qualified people with experience in each dance style.

d) If a student is unable to attend the Formal Audition, they may audition privately in front of a panel of judges and pay the private lesson fee.

e) If a student’s progress changes from the time of auditions to the beginning of September, teachers may move a student to an appropriate level.

f) Students are not guaranteed to be placed in their current level. Students may be moved down a level if need be.

g) **The judge’s decisions in all auditions will be final.**

V) MEMBERSHIP

a) The member, and at least one parent(s)/guardian(s), must sign the Parent/Member Acceptance of Constitution Form prior to participating in this activity. Failure to complete the Application and Permission Form will automatically terminate Team membership.

b) All members MUST be enrolled in a ballet class at Tanya’s Dance Company at the appropriate level in order to be on a competition team. Ballet is taken 1-3 hours a week. Extra Ballet and Technique classes are encouraged as long as they do not conflict with other competition classes. Clogging and Pre-Pointe/Pointe are by invite only and an instructor must recommend student for enrollment. If a student is interested in either of these styles and has not been “invited”, please speak to the instructor or director to discuss options.

- c) Members must comply with all Team rules and regulations. Failure to do so will result in review of the infraction by the Director and possible dismissal from the Team.
- d) In order to participate in any Team activity, each member must have met all their financial obligations to the Team; specifically, all financial due dates must be promptly met. This includes costumes, competition fees, studio fees, etc. Failure to do so will immediately suspend the member's participation on the team.
- e) Each member, as well as their parent(s) or guardian(s), is responsible for the entire payment of Warm-Ups, Costumes, Accessories, Travel Expenses and Competition Fees each new season, regardless of the term of membership. Once the order has been placed, the financial obligation is incurred. Failure to comply will be handled as in Item d, above.
- f) It is the responsibility of the member and his/her parent to completely read this Constitution prior to the Formal Auditions. Once the member and parent have signed the Application and Permission Form, he or she will be bound by these terms and requirements for one full year. A student has until September 1st to drop a competition team. After this date you will still be held responsible for payment for the year's tuition for all dropped class(es).

VI) LEADERSHIP GROUP

- a) The leadership for the Team will be provided through the following positions:
 - i) Director: The Director will be responsible for the management and training of the instructors.
 - ii) Instructors: The Instructors will be responsible for the training of dancers, routine construction, and safety of the Team; as well as keeping record of absences.

VII) MEDICAL SITUATIONS

- a) All attempts will be made to avoid any possible injuries to Team members, however, the studio nor its employees accept any financial or legal responsibility should any injury occur.
- b) Members who have indicated a need for special protective equipment and/or special medicine for illnesses/allergies **MUST HAVE THE APPROPRIATE MEDICATION AND EQUIPMENT WITH THEM AT ALL TIMES!** Tanya's Dance Co. cannot administer any over the counter or prescription medications to its members at anytime.
- c) Any change of a medical nature to the member's health should be reported to the Director immediately!
- d) Any change in the member's insurance or emergency contact information should be reported to the Director immediately.
- e) Any member who repeatedly requests to 'sit out' of any practice or performance will be required to seek medical treatment for the problem. A note from the physician, as well as the parent specifying the problem is required and a doctor's note will be required before the member can continue to practice/perform.
- f) Any absences caused by the above policy will be addressed as defined by Article X.

g) The member's ability to perform any routine may be effected by the above policy. The member will be evaluated according to Article VIII. Too many medical absences may result in removal from the team and or performances.

VIII) **PRACTICES AND PERFORMANCES**

a) Practices

Practice during the year are at scheduled times for each style of dance a member participates in.

i) Extra practice sessions may be scheduled by the Director, or Instructor, by giving at least 24 hours advance notice. E-mail needs to be checked on a regular basis as a majority of these notices will be delivered via e-mail. Attendance will be recorded for these extra sessions. If sessions are scheduled with less than 24 hours notice, attendance is very strongly urged, but Attendance and Demerits (see Article X) will not be enforced. All Team rules will always be in force regardless of notice time. The studio schedules extra rehearsals around the studio class schedule and cannot worry about outside activities that are non-studio related.

ii) Members will arrive at practice dressed in proper dance attire (black dance shorts, leotards, tights, etc.) and appropriate shoes. Hair must be in a ponytail or bun secured by an elastic band. If hair is too short to fit in a pony tail or bun, it needs to be pulled back and secured off the face with bobby pins, clips, headband, etc. Bangs must also be pinned off the face. Provocative clothing will not be allowed at practices.

iii) Members must have these items at all practices: Team Notebook and a filled water bottle jug (minimum 32 ounces). Each member is responsible for their own water and snacks.

iv) All jewelry must be removed during practice except stud earrings and a watch. All jewelry must be removed during performances except performance jewelry which may be designated.

v) Practice will begin and end promptly at the stated time. Members are to depart the area as promptly as possible. Please be considerate of others. The staff is not here to watch and wait for children to be picked up.

b) Performances

i) The Team will perform at Competitions, Basketball half-time shows (alternating between the Boys and Girls games) and other special events.

ii) The goal of the comp. team is to attend Spotlight Dance Cup and one other competition held in Billings, and to attend one out-of-state competition. The out-of-state competition that will be attended will be voted on in the fall once dates are set. The competition will be chosen by a majority vote. In some cases, the competition that is chosen requires each dancer to attend a workshop.

iii) Each member must show they have mastered each routine in order to perform. Auditions may be held for performances, competition and special events, as deemed necessary by the Director and Instructor.

iv) Members will conform to the Belgrade/Bozeman School Districts requirements with regards to attendance. If a member is not in school the day of an event, the member will not be allowed to perform.

v) Students doing solos, duos, trios, or REP classes are welcome to attend additional competitions not attended by the team. Additional competitions and dates will be provided in the Survival Guide and you must notify the office 45 days prior to the competition date so that we can get you registered before the closing date.

IX) CONDUCT

a) While wearing a uniform (including jackets and ANYTHING bearing the Studio name), members represent Tanya's Dance Co. and are expected to conduct themselves according to policies, rules and guidelines.

b) Good sportsmanship is a MUST at all times!!!

X) ABSENTEE SYSTEM/DEMERITS

a) Absentee System

i) There are no 'excused' and 'unexcused' absences. All days missed are considered 'personal' days & affects their Perfect Attendance Record. (This includes Nutcracker, Missoula Children's Theater, skating, etc.)

ii) Each member must be present at their enrolled class 85% of the time. This includes their Ballet classes if applicable. The member's attendance will be kept on file and private lessons may be required if they fall below the 85 % in any class.

iii) A 'Leave of Absence' for any reason involving other extra-curricular activities will not be granted. Each member is making a commitment to the Team and is expected to place this commitment before additional activities.

iv) An absence due to requirements of a scheduled class (Music, Drama, etc) will be considered excused, however it will affect their Perfect Attendance Record.

v) Students must be present at their classes two weeks prior to each competition. If a student misses one of these classes for ANY reason, it will be under the instructors' discretion if that student is allowed to compete at that subsequent competition.

vi) Families will be notified via email if their attendance record is in jeopardy. If the student is in jeopardy, it is their responsibility to arrange for a private lesson at least two weeks prior to competition. If a private lesson has not been arranged by then the student will be pulled from that routine for the upcoming competition.

b) Tardiness Policy

- i) Time is of the essence! Members should plan on arriving 10 minutes early to all activities in order to avoid the possibility of tardiness.
- ii) When tardiness occurs, the following penalties will be charged:
 - a) .01 - 10 minutes late = Student will be required to stretch out on their own (1 demerit given)
 - b) 11 minutes or more = Student will be asked to sit out and not participate (2 demerits given)
- iii) It is the member's duty to be on time. If you rely on others, you must make sure they are reliable, or you will suffer the penalty. Car pools BEWARE!!!! You must be responsible for yourself.
- iv) Special circumstances will be granted for unavoidable incidents such as, but not limited to: accidents, acts of nature, and large animals with a "death wish".
- v) Members will not be penalized for any tardiness caused by attending Official Tutoring (paid) sessions as long as they occur only once a week and are for 30 minutes or less. A note signed by the member's parent must be on file specifying the session time and dates for which the member will be tardy. If a note is not on file, the previous tardy policy will be in effect.
- vi) Members will not be penalized for any tardiness caused by a doctor appointment for dance-related injuries. Dentist, chiropractor, eye or other medical related tardiness will not be excused. A note signed by the member's parent must be presented specifying the reason for which the member is tardy. If a note is not presented, the previous tardy policy will be in effect. Hair, nail or spa appointments are also not excused.

c) Demerits

- i) **1 Demerit will be given for the following minor infractions:**
 - a) Member failure to contact their Instructor to arrange for private instruction after an absence or lateness. It is the dancer's responsibility to catch up on what is missed.
 - b) Eating in any costume without protective cover.
 - c) Inspection infractions, such as, but not limited to: Dirty clothing, body, hair, equipment; tights with runs; wearing jewelry; wearing nail/toe polish at performances; failure to have bag-check items, etc.
 - d) Talking after the request for SILENCE has been given by any Instructor or Director.
 - e) Talking during a performance.

- f) Failure to contact the Director/Instructor as requested or to turn in any requested item by the deadline.
- g) Wearing provocative clothing at practice.
- h) Failure to remove jewelry during practice or performance.
- i) Dress not appropriate for practice (such as remaining in school clothes; risqué clothing; inappropriate shoes; not wearing shoes on the practice floors etc.).
- j) Hair not pinned away from face.
- k) Failure to bring the proper equipment to practice, OR, leaving a piece of equipment at a practice. This includes notebooks, music, and any necessary equipment, apparel, attire, thera-bands, props, etc.
- l) Tardy to class. (1 demerit given for being 1-10 minutes late and 2 demerits given for being 11 minutes or more late)
- m) For each instance of leaving practice/performance early for any reason.
- n) Failure to turn off cell phones or other distracting electronic devices.
- o) Poor attitude.
- p) Failure to wear studio warm-up for awards ceremonies and/or required performances.

ii) Five Demerits will be given for each of the following:

- a) Insubordination/Disrespect -- during school, practice or any event. This will be defined as, but not limited to, the following when directed at the Director, Team Members, Studio Administrators, Teaching staff, or any adult. Additional acts can be: Refusal to obey an order, 'talking back', arguing, use of inappropriate language, negative facials, use of hand/finger signs, poor attitude, etc.
- b) Unsportsmanlike Conduct -- towards teammates, competitors, staff, or others outside the Team. This will be defined as any physical or verbal behavior whose intent is to make the receiver feel bad, or any action whose results are the same.
- c) Failure to bring the proper equipment to performance, OR, leaving a piece of equipment at a performance. This includes notebooks, music, and any necessary equipment, apparel, attire, thera-bands, props, etc.
- d) Failure to bring/wear the proper uniform to/at a performance OR leaving a part of the uniform at a performance. This will include ANY item that is specified as the required uniform-of-the-day. All uniform parts/pieces must be placed on a hanger and transported neatly within a garment bag. Apparel must be kept clean and presentable.

- e) Wearing any part or piece of any team costume (clothing, shoes, hair pieces, etc.) at anytime other than a performance or appearance.
 - f) For each late arrival to performance due to any non- related medical/family situation.
 - g) For chewing gum during performance.
 - h) A mandatory performance or rehearsal missed by a current member who does not have a pre-approved waiver from the Director or Instructor.
 - i) Missing a regular class or scheduled rehearsal two weeks prior to any scheduled competition.
 - j) Inappropriate behavior during ANY Tanya's Dance Co related events (rehearsals, class, performances, parades, etc.).
 - k) Smoking, use of alcohol or drugs, or any sexual activity while wearing a Team uniform (as previously defined) and when involved in any Team activity. The Director will also follow any regulations concerning this type of violation. This includes if you are caught doing these actions on or away from the Tanya's Dance Co. facility.
 - l) Bringing Team morale down by behavior that creates rumors, disharmony, or loss of faith with the current members. This includes, but is not limited to, comments regarding the ability level of teammates, the progress of routines, the status of membership, gossip that is intended to turn one member against the other, and actions whose intent is to create an insurrection. This rule also applies to parents and staff. Members need to be supportive and encouraging, not demeaning.
 - m) Any electronic communication (including, but not limited to: online journaling, instant messaging, emailing, photo posting, and text messaging) that contains sensitive information about the members, team, or Tanya's Dance Co. Also included are Internet communications that are of a negative nature.
- iii) Upon the receipt of the 5th Demerit, specific consequences will be determined by Director of the company depending on the severity of the action.
- iv) Demerits will be kept track of by the office staff as reported by instructors.
- v) Demerits can be worked off by completing necessary Team assignments. One demerit will be removed per task successfully performed. It is the member's responsibility to present a Demerit Removal Note to the Director that indicates the job performed and the date performed, unless the job was supervised by the Director or Instructor.

d) Unusual Discipline Problems

- i) Each occurrence shall be reviewed by the Director, Instructor, and PAC and a penalty shall be decided.

ii) Morality is defined by each member's parents; however, if there is a possibility of the reputation of the Team being negatively affected by a member or parent's actions, action will be taken to protect the Team. Dismissal from the Team is a possibility.

iii) **The Director and PAC's decision is final.**

a) The Director or instructor will record each infraction, noting the date, reason, and penalty given. Each member will be required to 'sign' next to the notation. Any discrepancies are to be discussed with the Director or instructor AFTER the 'signature' has been given. Refusal to give a 'signature' will be considered an offense of Insubordination. All attempts will be made to obtain 'signatures' on the day of infraction; however, failure to obtain a 'signature' will not invalidate the penalty. It will stay on record with the Studio.

b) The accumulation period for Demerits and Absences will be from the current Formal Audition Date through the Formal Audition Date of the next season.

XI) **OUTSIDE CHOREOGRAPHERS**

a) Students wishing to have an outside choreographer for additional routines are not guaranteed to perform their piece at recital and/or competitions.

i) All routines, costumes, and music must be approved by the director.

a) Choreographer must be a registered, independent contractor and must provide all necessary documents to studio director.

b) Choreographer must sign a contract with the studio director allowing the routine to compete under the studio name.

XII) **AWARDS**

a) All Awards won by the Team shall be kept for display by Tanya's Dance Co. At the discretion of the Director, 'old' awards may be given to the students of the Team to which they correspond.

b) All awards won by individuals of the Team are the property of the individuals (i.e. solos, duos, trios).

c) Class awards for Tanya's Dance Co. will be presented to the members at the end of the year during floor rehearsals.

d) Perfect Attendance awards are given to those who earn them as noted in article X.

e) Teacher Awards are given to those whom the instructor feels should be recognized for one reason or another.

XIII) **UNIFORM CARE**

a) Uniforms are to be transported to all events in a bag that clearly indicates the member's name and the routine name.

b) Uniform Cleaning:

- i) Spandex items are machine washable in COLD WATER. Hang to 'air dry'.
- ii) Sequin Uniforms are machine washable on GENTLE CYCLE, in COLD WATER, and ONLY if you turn the garment inside-out, zip it up (sleeves should be inside), place it in a mesh laundry bag or pillow case that is sealed (so it won't slip out during washing), and use a mild soap. Hang the washed garment 'right side out', folding it over a hanger at the waist or 'skirt-line'. AIR DRY!! Remember! Wash these garments sparingly -- the sequins are delicate and you will be responsible for the cost of replacement.
- iii) 'Slinky' uniform items may be washed in COLD WATER. Hang to 'air dry'. Use of a lingerie bag is recommended to prevent fraying.
- iv) Performance shoes should be cleaned and polished on an 'as-needed' basis and especially before a performance.

XIV) **EQUIPMENT CARE**

- a) Equipment is NEVER to be left unattended.

XV) **PARENT PARTICIPATION**

- a) Parents are always welcome to attend the two observation days scheduled each year.
- b) Parents are encouraged to attend all performances and SUPPORT ALL TEAM MEMBERS!
- c) Parent /Dancer 'get-togethers' may be planned throughout the year.
- d) Parents are urged to volunteer for the PAC (a new committee is formed each year); and volunteer their efforts in fundraising activities.
- e) Parents are requested to support the TDC Booster Club and attend their meetings as they are scheduled.
- f) Parents are requested to contact the PAC, Instructor, Office or the Director with any problems or concerns.
- g) **PARENTS ARE CONSIDERED ADULT MEMBERS OF THIS TEAM! YOUR SUPPORT IS A VERY IMPORTANT PART OF THE 'TEAM' !!!**

XVI) **AMENDMENTS TO CONSTITUTION**

- a) Members/parents proposing an amendment to the Constitution may do so by submitting a written proposal (with your name on it) to the Director. Phone calls or e-mails will not be accepted. The proposal will be discussed by the PAC, Instructors and Director. The PAC will decide its outcome with a majority vote. If passed, the amendment will become effective immediately. The appropriate changes will be made to the Constitution in as timely a fashion as possible, and copies will be handed out to Team members.

b) In the event a situation arises that requires an immediate amendment to the Constitution, the Director or PAC may do so if the Director or PAC feels it is in the best interest of the Team. These amendments will be put into effect immediately. The appropriate changes will be made to the Constitution in as timely a fashion as is possible, and copies will be handed out to Team members.

XVII) EXPENSES

a) Each member will be responsible for their own expenses relating to competitions, costumes, workshops and travel expenses. There will be fundraising opportunities such as Martinson's Candy that members can participate in to 'earn' money for their Accounts. Fundraising is optional and parents must take it upon themselves to organize.

b) Each competition family will be required to sign up to help with the organization of one fundraiser during the year (i.e. – taking money, dividing products out, etc.).

c) There is an additional studio charge of \$30 per student for each competition.

d) Team Accounts are coordinated by the Director. Money earned through fundraising will be applied to account balances and a credit may run on your account. There are no 'cash-outs'.

XVIII) UNIFORM REPLACEMENT COSTS

a) In the event any uniform component or piece of equipment is lost or damaged beyond repair, the member is responsible to pay for its replacement. (If payment is not received, the cost will be issued via a Student Debt Slip that will freeze your account and not allow member to participate in class, competitions and/or performances.)