

M E M O R A N D U M

DATE: MARCH 26, 2018
TO: Parents of Dance Participants
FROM: Danielle McCollum, NRC East Coordinator
Sharon Girten, Dance Instructor
Nicole Flores, Dance Instructor
Elise Ericksen, Dance Instructor
Jennifer Matthews, Dance Instructor



RE: 2018 Spring Dance Recital- "Soaring Through the Decades"

Your children are working hard on their numbers for this year's Spring Recital! ☺ Here is an update for what is coming up in the next few weeks in preparation for their performance.

Tickets for Recitals: *Tickets will go on sale April 2nd*

Tickets for the 2018 dance recital cost \$4.00 each. Each participant registered in the dance program is entitled to 4 tickets per recital. This total number of tickets allowed per registrant was determined by the Dominican University's auditorium capacity and the number of children in the dance performance. The allotted tickets will be for sale until May 6th. On May 7th at 1:00pm, all remaining tickets will become available to the general public. Meaning they will be sold on a first come first serve basis. You can purchase tickets at NRC East.

Dress Rehearsal: *Tuesday, May 8th and Wednesday, May 9th*

All dancers must wear their costumes, tights, and appropriate dance shoes. You will receive a time slot for when to arrive at dress rehearsal. When you enter the Dominican Performing Art Center, locate your child's class and leave them with the class's Helper Parent. Parents are welcome to stay and watch toward the back of the theater. When your child is done rehearsing, you may either leave or stay and watch the other routines. If at all possible, please leave siblings at home. There will be less confusion if only children in the recital are present. Please remember there is **no food or drink** allowed in the auditorium. Dancers may have bottled water **only**, no pop or juice. Also, remember to be courteous to the dancers on stage and watch quietly.

Recital: *Friday, May 11th and Saturday, May 12th*

Times: The performances will be held in the Dominican University Performing Arts Center on Friday, May 11th and Saturday, May, 12th. The first performance is on Friday, May 11th and will begin at 7:00pm. The recital doors will open to ticket holders at 6:15pm. The second performance will be on Saturday, May 12th at 2:00pm. The recital doors will open to ticket holders at 1:15pm. For both performances please have your child at the student check in area at the side entrance of the building, there will be balloons tied to the table to help in locating the student check in. Please have your children dressed with costume and proper show attire for check in on Friday at 6:00pm. and on Saturday at 1:00pm.

Attire: Dancers need to be dressed in proper attire upon arrival (costume, shoes, tights, accessories, etc). Dancers are encouraged to wear appropriate stage make-up consisting of red or pink lipstick, blush, and preferably blue or other pastel eye-shadow.

Recital Etiquette: Please remember that there is absolutely **no food or drink** allowed in the Dominican University auditorium. If you bring food or drink into the auditorium you will be asked to throw it in the trash immediately. Again, remember to use appropriate and courteous applause for the dancers on stage.

After the Performance: After the finale of the dance recital performance we ask that only one parent of children in the performance go to either the stage or designated dressing room to pick up your child. See attached information.

Volunteer Helper Parents: You may choose to talk to your child's instructor about becoming a Helper Parent for the rehearsal and recital. We hope to have 3-4 Helper Parents per class. Helper Parents are needed to assist dance instructors in monitoring the children in the performance throughout the rehearsal and recital performance. One condition of being a Helper Parent is that other children/ siblings of dancers in the recital performance are not allowed to accompany the Helper Parent.

Helper Parents During Rehearsal: Helper parents will need to be at the rehearsal at the allotted time given for your child's dance class to arrive. Helper parents will help organize and monitor children during the rehearsal. They will also help escort children to the performance area at the proper time.

Helper Parents During Recital: Helper parents will need to be in the Dominican University's Performing Arts Center on Friday by 5:45pm. and on Saturday by 12:45pm. Helper parents will be required to sit with their child's class in the Dominican University's designated dressing room. They will be responsible for escorting all of the children in the class at the proper time to the proper designated area before the class's dance numbers begin and then back to the assigned dressing room when their dance numbers have ended. There will be 4 seats allotted in the Auditorium for the Helper Parents to utilize during the child's individual performance that they are helping with.

Food & Beverages in the Dressing Rooms During the Recital: If you wish for your child to have food and beverage available to them during the recital, we ask that only clear beverages (i.e. water) and dry packaged food products (i.e. fruit snacks, crackers, etc.) be brought with them into the dressing room. We discourage any food or beverages that could potentially spill and mess/stain dancer's recital costumes.

Flowers and Gifts: FLOWERS AND GIFTS WILL NOT BE PERMITTED TO BE DISTRIBUTED UNTIL AFTER THE FINALE.

DVD's of Recital Performance: The Norridge Park District hires a company to make professional videos of the Dance Recital. Recital DVD's are on sale now. You may purchase a dance DVD from the Norridge Park District's NRC East, main office or fitness center facility. The deadline to purchase a dance video is June 15th. The cost of the dance DVD is \$25.00.

IMPORTANT DATES TO REMEMBER:

REHEARSAL & RECITAL DATES:

Tuesday, May 8 th	Rehearsal: @ Dominican University's Performing Arts Center
Wednesday, May 9 th	Rehearsal: @ Dominican University's Performing Arts Center (Rehearsal schedule will be handed out to parents no later than week of April 9 th - 14 th)
Friday, May 11 th	Recital: @ Dominican University's Performing Arts Center at 7:00pm.
Saturday, May 12 th	Recital: @ Dominican University's Performing Arts Center at 2:00pm.

If you should have any questions or concerns, please speak with your dance instructor or contact NRC East at 708-457-0961. Thank you for your cooperation!

IMPORTANT RECITAL INFORMATION

*****Arrival*****

Each class has been assigned a dressing room. At the dancer/ volunteer check in table, each dancer will be escorted to their designated dressing room. If you are not a volunteer parent you will not be permitted to enter at this door. A volunteer will safely escort your child to their dressing room. Their safety is our number one priority. They will never be without supervision. Unfortunately, there are still several classes without class volunteers. Some of these classes have 15 dancers in them. We are so appreciative to our volunteers, and kindly ask that if any of these classes have your child in it, to please consider volunteering. All volunteers get into the recital for free.

*****Post Finale Dismissal*****

All classes with children under the age of 8 will be dismissed directly off the stage. After finale please wait until your child's class is called. At this point we request that one parent or guardian pick up their child from the front of the stage while another adult collects their belongings from the dressing room. In the attached note, it will say %stage+which indicates the off stage dismissal.

If your child is 8 or older, it will say %dressing room+which indicates a dismissal from their dressing room. After finale, these classes will go back to their dressing room to retrieve their belongings. You may pick up your child by the black curtains near the Martin Recital Hall. There will be signs posted that will say dancer pick up area. Please wait by this curtain until your child's class comes out. It gets very crowded backstage.

Please direct any questions to Danielle McCollum or Sharon Girten.

Thank you all for making our 2017 . 2018 dance season a success. We look forward to seeing you and all of our dancers at the summer dance program and in the fall!

Sincerely,
Danielle McCollum . NRC East Facility Coordinator
Sharon Girten . Recital Director

Norridge Park District School of Dance
Recital 2018 – Soaring Through the Decades

Dancer Shout Outs!

We'd like to offer you the opportunity to purchase a space in our program in support for your dancer in the show. You can send in a picture and write a special note to be seen in the program. To look at an example, please see Danielle at the front desk. Thank you.

Half Page \$25.00
Quarter Page \$15.00

- Picture must be submitted in Jpeg format
- Message should not exceed two sentences

Deadline to submit information: Friday, April 13.



