



2024 YOUTH SUMMER TRAINING PROGRAM 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



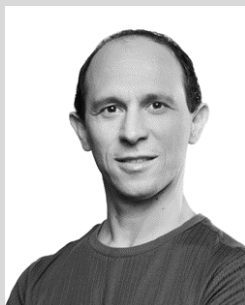
Angela Galvez

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 BALLET INSTRUCTORS



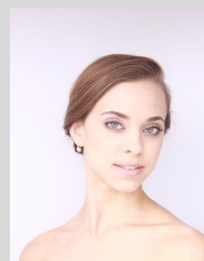
Heidi Erickson



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
MARCH						
10	11	12	13	14	15	16
					Payment DUE	
17	18	19	20	21	22	23
	Late Fee Added					
APRIL						
14	15	16	17	18	19	20
	Payment DUE	Late Fee Added				
MAY						
12	13	14	15	16	17	18
			Payment DUE	Late Fee Added		
JUNE						
26	27	28	29	30	31	1
					Week 1 Schedule Emailed	Orientation & Check-In (Session 1)
2	3	4	5	6	7	8
	First Day of Classes (Session 1)					
9	10	11	12	13	14	15
					Last Day of Classes (Session 1)	
JULY						
14	15	16	17	18	19	20
					Week 1 Schedule Emailed	Orientation & Check-In (Session 2)
21	22	23	24	25	26	27
	First Day of Classes (Session 2)					
AUGUST						
28	29	30	31	1	2	3
					Last Day of Classes (Session 2)	

Registration

Schedule

Session 1: June 3, 2024 - June 14, 2024

Session 2: July 22, 2024 - August 2, 2024

**Times are subject to change. Final schedule will be emailed prior to the start of each session.*

Rhythm in Motion Ages 4-5 as of 9/1/2023	Monday-Friday 1:45PM-3:15PM
Elementary Ballet Ages 6 as of 9/1/2023	Monday-Friday 3:30PM-5:30PM
Level 1/Level 2 Audition required	Monday-Friday 4:30PM-7:15PM
Level 3/Level 4/Intermediate/Advanced Audition required	Monday-Friday 9:00AM-3:15PM

Registration and payment (tuition and fees) are due by the deadline shown on the student's acceptance email to secure their enrollment. Registration will close once level/section caps are reached.

Withdrawal Policy

If a student wishes to withdraw from the Youth Summer Training Program, 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 at the bottom of the page.

Scholarships & Financial Aid

Merit scholarships are awarded at the time of placement by the Academy Artistic Staff. Scholarships are based on the student's physical and artistic abilities. You may not apply for a scholarship.

Financial aid is awarded via an application process. The application review process may take up to a month for review. Decisions are sent by email. Financial aid only covers a portion of costs and are typically no more than 25% of tuition. The application is available starting January 1st [HERE](#).

Payments made by individuals or organizations on behalf of a Summer Intensive Program student are accepted but may not be considered tax-deductible donations.

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.

It is recommended to purchase tuition insurance from a third party, such as **A+ Program Protection**.

Tuition & Fees

Program Registration Fee	\$50	Required for all students
Tuition - Rhythm in Motion & Elementary Ballet (per weekly session rate)	\$375	Required for all Rhythm in Motion & Elementary Ballet students registered for each weekly session <i>Scholarships will be applied as appropriate.</i>
Tuition - Level 1 & Level 2 (per session rate)	\$750	Required for all Level 1 & Level 2 students registered for each bi-weekly session <i>Scholarships and financial aid will be applied as appropriate.</i>
Tuition - Level 3, Level 4, Intermediate, & Advanced (Session 1 OR Session 2)	\$1500	Required for all Level 3, Level 4, Intermediate, & Advanced students registered for Session 1 OR Session 2 (single session) <i>Scholarships and financial aid will be applied as appropriate.</i>
Tuition - Level 3, Level 4, Intermediate, & Advanced (Session 1 AND Session 2)	\$2700	Required for all Level 3, Level 4, Intermediate, & Advanced students registered for Session 1 AND Session 2 (double session) <i>Scholarships and financial aid will be applied as appropriate.</i>
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	Rhythm in Motion/Elementary Ballet				Fees
		1 Session	2 Sessions	3 Sessions	4 Sessions	
#1	At the time of registration	\$375	\$750	\$750	\$750	\$50-Tuition registration
#2	4/15/2024			\$375	\$750	
TOTAL		\$425	\$800	\$1,175	\$1,550	

Installment	Due Date	Level 1/Level 2		Level 3/Level 4/ Intermediate/ Advanced		Fees
		1 Session	2 Sessions	1 Session	2 Sessions	
#1	At the time of registration	\$750	\$750	\$750	\$750	\$50-Tuition registration
#2	3/15/2024				\$650	
#3	4/15/2024		\$750	\$750	\$650	
#4	5/15/2024				\$650	
TOTAL		\$800	\$1550	\$1550	\$2750	

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.

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

- Attendance is mandatory in all classes.
- Students who 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.
- Students who miss the first technique class of the day are not permitted to participate for the remainder of that day. This is for the safety of the student.
- Weekly schedules are posted on the call boards and in the Classe365 Learning Management System (LMS).
- If a student is absent, complete the absence notification form [HERE](#)
- If a student is injured and unable to participate in class, they may observe rehearsals only.

Injury & Illness

If a student is injured prior to attending the Youth Summer Training Program, they must submit a full release of all activities by a doctor.

Any student that is unable to fully participate in the program may be sent home at the expense of the family.

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 following must take place:

- Notify an Academy staff member immediately
 - If a student is ill, the parent/guardian will be notified to pick up the student for the remainder of the day
 - If a student is injured, the following will take place
- The Academy staff member will contact the Athletic Trainer or Assistant Athletic Trainer to determine the appropriate next steps.
- The parent/guardian will be notified of the injury and recommendations for next steps.

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.

Lunch

Students have the option to bring lunch or sign out during their lunch break. Students will not have access to a refrigerator to store food or a microwave to heat food. Vending machines are located on the 1st floor of the CFD.

Leaving Houston Ballet Property During Lunch

Students in Level 3, Level 4, & Intermediate: May be signed out during lunch by a parent/guardian.

Students in Advanced: Allowed to leave during their lunch break in groups of three or more if walking around the downtown area. A binder is available at the reception desk for students to sign in and out. May be signed out during lunch by a parent/guardian.

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.

Performances & Observations

On the last day of each session, Level 1 and Level 2 will have class observation for the Ballet Technique class. Students may have up to two (2) guests attend in-person.

On the last day of each session, Level 3, Level 4, Intermediate, and Advanced will perform repertoire learned over the course of the two weeks. Families will be notified via email at the end of the 1st week of each session with performance details.

Click links
for more
information
and to
order

Class Attire

Ballet Uniform					
	Rhythm in Motion/ Elementary Ballet	Level 1/ Level 2	Level 3/ Level 4	Intermediate	Advanced
Female- Identifying Dancers	Leotard: <u>Wear Moi style Coralie - cap sleeve</u>	Leotard: <u>Wear Moi style Galate - sky blue</u>			Leotard: <u>Wear Moi style Galate - cornflower blue</u>
	Tights: Body Wrappers style C81 - theatrical pink or <u>skin tone-inclusive</u> Ballet Slippers: Bloch style Prolite 2 Hybrid - pink or <u>Blendz - skin tone-inclusive</u> Pointe Shoes (Intermediate only): pink or <u>skin tone-inclusive</u>				Tights: pink or <u>skin tone-inclusive</u> Shoes: pink or <u>skin tone-inclusive</u> slippers and pointe shoes
Male- Identifying Dancers	Shirt: <u>Wear Moi style Conrad - white</u>				
	Bike Shorts: Motionwear style 7105 - black Shoes: Bloch style Performa Stretch Canvas - black & Tall Socks - white		Tights: Body Wrapper style M90 - slate Belt: Discount Dance Supply style 62S - black Shoes: Ballet Slippers & Tall Socks - white		

Modern/Contemporary Uniform	
Female- Identifying Dancers	Leotard: Ballet uniform Tights: pink, black, or skin tone-inclusive Shoes: none
Male- Identifying Dancers	Shirt: Ballet uniform Tights: Ballet uniform Shoes: none

Jazz Uniform	
Female- Identifying Dancers	Leotard: Ballet uniform Pants: black jazz pants or shorts Shoes: black jazz shoes
Male- Identifying Dancers	Shirt: Ballet uniform Pants: black jazz pants or shorts Shoes: black jazz shoes

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

	Capezio Tights	Shoe Options			
Maple		Blendz Brazen Brown 	Blendz Maven Mahogany 	Capezio Mocha 	Spray Tan or Bark
Lt Tan		Blendz Tenacious Tan 	Capezio Light Suntan 	Capezio Nude 	Spray Chamois
Nude		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 ballet skirts 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, June 1, 2024 and Saturday, July 20, 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

Health & Wellness and Adjunct Classes



Aki Kawasaki

Head Strength & Conditioning Coach

Originally from Ibaraki, Japan, Akihiro Kawasaki holds a B.S. in Exercise Science from the University of Alabama at Birmingham. As a student athletic trainer, he worked with several sports teams including the national championship winning football team at Mississippi Gulf Coast Community College (MGCCC). Kawasaki previously served as a personal trainer and strength and conditioning coach for Olympic athletes on the national team of Japan. He is currently the head strength and conditioning coach at Houston Ballet and Houston Ballet Academy. Kawasaki holds certifications in Functional Movement Systems (FMS) – level 2, Y Balance Test (YBT) of FMS, Fundamental Capacity Screen (FCS) of FMS, Rossiter – level 4, Yamuna Body Rolling – Face, Feet, Table Treatment and Animal Flow and Spatial Medicine. Learn more at <https://bit.ly/3taRxxE>.

Health & Wellness and Adjunct Class Offerings:

- Body Conditioning
- Yoga
- Pointe Preparation
- Modern
- Jazz
- Musical Theater

*Classes may vary by level.

