

SOUTHGATE STUDIO & OFFICE
208 EVERGREEN AVENUE
SOUTHGATE, KY 41071
859.781.0061 · FAX 859.781.6461

www.manyetdance.com



HIGHLAND HEIGHTS STUDIO
2411 ALEXANDRIA PIKE · HIGHLAND HEIGHTS, KY 41076
859.781.7061

WILDER STUDIO
1018 TOWN DRIVE · WILDER, KY 41076

WELCOME BACK!

Welcome to our 2021-2022 season of dance and our 37th continuous year in the dance business as Manyet Dance. We thank you for your past support and look forward to a successful and exciting future. We would like to commend all our students on their terrific performances in our May 2021 recitals. My staff and I were very proud of the students' progress and are looking forward to working with everyone again this year.

Much time has been spent placing students in what we feel is the proper class for them. The first few weeks will be spent observing each student to be sure of proper placement. If we feel a change needs to be made we will contact you, as we want our students to be happy and also to achieve at their highest capability. If you have any questions or concerns about your child's placement, please discuss with the teacher before or after class.

NEWSLETTERS

Each month throughout the dance season you will receive an electronic newsletter. In the newsletters you will find:

- Important information regarding studio policies
- Upcoming events and dates
- Payment reminders
- Studio announcements
- And more!

Please be sure to read each newsletter thoroughly and keep for your reference. The most current newsletter can always be found on our website.

ATTACHMENTS TO THIS NEWSLETTER

- Payment policy and information
- Important dates
- Dance Troupe auditions
- Additional classes being offered

WEBSITE

Visit our website at www.manyetdance.com where we will post important dates, announcements and up-to-date information that you may refer to. Important forms and newsletters can also be found here. Student pictures (no names) may appear on our web site or in advertising. *If you do **not** want you or your child's picture to appear on our web site or in advertising, please notify the office in writing.*

DANCE ATTIRE – See Web Site, under Policies and Procedures link. We sell dancewear, spirit wear and shoes at competitive prices at our Southgate office.

OFFICE – SOUTHGATE LOCATION

Our secretary is Shanel Dean. Our website designer is Becki Jean. The office is located upstairs, near Studio B, at our Southgate location. Correspondence with the office can be done through one of the following three ways:

1. Phone: 859.781.0061
2. Email: manyetdance@gmail.com
3. Mail: 208 Evergreen Ave
Southgate, KY 41071

We do not have an office at our Highland Heights location, but we do have a white drop box in the hallway for payments. No payments or correspondence are accepted at our Wilder location. *For all questions and concerns please direct your phone calls to the Southgate location.*

SOUTHGATE OFFICE HOURS*

Tuesday: 10:00 AM – 2:00 PM

Wednesday: 6:30 PM – 8:00 PM

Thursday: 1:00 PM – 7:00 PM

1 Floating Saturday per month

*Hours subject to change. Please check website calendar or social media for updates.

DANCE INSTRUCTORS & ASSISTANTS

Anna Alley, Isabel Besse, Madeline Bruns, Jordan Clark, Maci Conley, Lisa Davis, Katie DeNeve, Kelsey Faller, Olivia Fogelman, Amy Geiman, Crystal George, Amelia Haun, Lily Henry, Lucy Henry, Alisha Johnson, Sarah Lowry, Ashtyn Markus, Caroline Moore, Natalie Neltner, Quinn Neltner, Abby Paolucci, Katelyn Rath, Abby Rubright, Maddie Schweitzer, Tabby Tobergte, Cali Turner, Alana Underwood, Taylor Anne Walz, Abby Weyer, Emily White-Hitchcock.

Our teachers will introduce themselves at the first watch week and you will receive a welcome letter from them during the first week of class.

BRAVO! We have a special section in our newsletter listing student accomplishments or interesting news. Feel free to call our office or send a note about your special star.

DROP-OFF/PICK-UP/PARKING

Please review our Covid-19 Opening Plan on the website for complete details.

- **No one should be in the lobby more than 5 minutes prior to the start of class**
- Make sure you are aware of which door your child will be dismissed from

Southgate: Allow time for parking as there are limited nearby spaces in front of the Southgate building. We do, however, have permission from St. Therese to use their northwest parking lot which is directly behind our studio building. **We highly suggest using St. Therese's lot!** To use St. Therese's lot please enter in front of the church from Temple Avenue and go to the far end of their lot near a tan shed. There is a lit walkway from this parking area to the front of our building. Parking is available to us weekdays 4:00 PM and after and on Saturdays. While using the St. Therese parking lot, be cautious of their after-school program which is sometimes using the corner of the parking lot. **Please be courteous to our neighbors and do not park in or in front of their driveways or at any yellow curbs.**

Highland Heights: There is ample parking at this location in our parking lot. **When dropping off dancers, please do not stop at the doors** but instead pull into a parking space so we do not back up traffic in the parking lot and onto US 27.

Wilder: There is ample parking in the Town & Country parking lot.

2021-2022 PAYMENT POLICY

**For a more detailed description, please refer to our website or request a copy from the office.*

Tuition: Annual tuition is paid in four sessions. Below are the due dates for each session. Bills are emailed two weeks prior to the start of each session (with the exception to session 1). Fees may be paid for by cash, check, debit or credit card. *If you have chosen to automatically have payments charged to your credit card, charges will be made up to 10 days prior to the start of each session.*

- **Session 1: Payment due by Sept 1, 2021**
- **Session 2: Payment Due by November 3, 2021**
- **Session 3: Payment Due by Jan 17, 2022**
- **Session 4: Payment Due by March 14, 2022**

Payments should be mailed to the Southgate studio or put in the drop box at SG or HH by the due date listed above. **Do not mail payments to the Highland Heights studio. No payments are accepted at the Wilder studio.** Please enclose payment along with indication of the dancer(s) to whom the payment should be applied.

There will be no refunds on registration fees or tuition payments. ***There will be a \$25 charge on all checks returned from the bank.*** Session payments must be made in full. Students will not be permitted to advance to the next session if their previous session is not paid. Late payments will incur a \$15 late fee charge. Please keep up to date with your payments and save yourself this added fee.

Family Discounts: Family discounts are offered at 10% off of one class per child.

“Ready – Set - Recital!” Bundle: We are again implementing our bundle billing for costumes and recital needs. All dance students are invited to perform in the annual recital. You can find detailed information on the cost for your “Ready – Set – Recital!” bundle on our website under our Policies and Procedures page. Bundles are not optional and include:

- recital costume
- recital costume accessories (not shoes)
- recital tights
- recital t-shirt
- recital video

As always, we consciously try to keep costume and recital costs to a minimum. Bundle payments will follow the same billing schedule as tuition. Late bundle payments will incur a \$15 late fee and may also result in your costume not being ordered. To earn credits towards **FREE RECITAL ITEMS** in the bundle, you may choose to participate in our fundraiser. A fundraiser packet is given out to each dancer the first week of classes.

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★ **IMPORTANT DATES** ★

Watch Week

There will be **3 full watch weeks** during our dance year. At this time, **one adult per student** will be permitted to sit inside the classroom and view the class. Please arrange babysitting for other siblings as they will not be permitted inside the classroom. We do not make exceptions. Your special performer deserves your undivided attention and other children can often be a distraction. Classroom doors will be left open at the teacher's discretion.

Prior to each watch week, we will open a sign-up online through signupgenius.com. Parents must reserve a spot in order to attend the watch week. There will be a two week window in which ONE parent can sign up for ONE day to watch their child. For example, if your child has class on Monday, you will have two Mondays to choose from on the signup form. There is only enough spots for each parents to sign up for ONE of the two days. In some instances, there may only be the option of one day for the watch week. We will notify everyone via email and social media as each signup sheet becomes available.

- WATCH WEEK 1: October 4-16, 2021
- WATCH WEEK 2: January 17-29, 2022
- WATCH WEEK 3: April 18-30, 2022

Recital

Our recital dates are tentatively scheduled for the second two weekends in May. Students in 1.5, 1.25, 1.0 hour classes as well as Tiny Tunes, Jr Jazz, Lyrical age 8-10, Recreational Hip Hop, Adult classes and Dance Troupes are in the shows on May 7. All other classes are in the shows on May 14.

Payment Sessions

Our school year begins on Wednesday, September 8, 2021, running through the recitals, and will be billed in four payment sessions. The 1st session payment due date was September 1, 2021. Each of the following session bills will be due on the first day of each session. Recital bundle payments are also due on the due dates for sessions 2, 3 and 4.

SESSION	DATES	TUITON DUE DATE
1	September 1 through November 2	September 1, 2021
2	November 3 through January 15	November 3, 2021
3	January 17 through March 12	January 17, 2022
4	March 14 through recital	March 14, 2022

Holidays

- Thanksgiving Off November 24 – 27, 2021 (classes resume Monday, November 29, 2021)
- Winter Break Off December 20, 2021 through January 1, 2022 (classes resume Monday, Jan. 3, 2022)
- Spring Break Off April 4 – April 9, 2022 (classes resume Monday, April 11, 2022)

Fun Weeks (A break from the normal dance routine with fun and education dance-related activities)

- Oct. 25 – 30, 2021 Students may wear old recital costumes or any other color of dancewear to this class if they wish.
- Dec. 13 – 18, 2021 These are our Christmas party days. More details will be in our December newsletter.
- March 28 – Apr 2, 2022 Manyet Spirit Week

Dance Pictures

Our picture dates have not yet been confirmed. They will be one weekend in April. We will put information in future newsletters as soon as it is confirmed. *A Saturday afternoon will be reserved for all Dance Troupes. A Sunday will be open for all others to sign up. Updated information about signups will be in our March newsletter.*