

2018–19 School Year Student Handbook



The Kintz-Mejia Academy of Ballet
Linda Kintz and Mark Mejia
Artistic Directors

1524 Springhill Rd
McLean, VA 22102

info@kintzmejiaballet.org
www.kintzmejiaballet.org

Welcome to The Kintz–Mejia Academy of Ballet!

From the Directors

We would like to welcome you to The Kintz-Mejia Academy of Ballet. We are proud of our 35-year tradition of providing the finest instruction in classical Russian ballet in the region and are delighted that you have decided to embark upon this important journey. We have an exciting year ahead of us and a lot of work to accomplish, but you will be rewarded and fulfilled at the end of the year as you progress in your training. Please read carefully all of the information in this handbook, and feel free to ask questions along the way.

Sincerely,
Linda Kintz and Mark Mejia



Academy Communication

Website: www.kintzmejiaballet.org

“KMAB Only” webpage is password-protected: **BalletRule5!**

Sign-ups, videos, tickets, and rehearsal schedules are all located on this page.

The primary means of official Academy communication is via the weekly “Ballet Blast” electronic newsletter, email, webpage, or text. It is the student’s/parent’s responsibility to notify the Academy when any contact information changes.

Email Contacts

Directors: directors@kintzmejiaballet.org

All other questions/info/updates: info@kintzmejiaballet.org

Costs, Requirements, & Policies

2018-19 School Year Schedule and Tuition

Class	Mon	Tue	Wed	Thu	Fri	Sat	Tuition
Pre-Ballet		4-4:30		4-4:30			\$2,500
Ballet Prep	4:30-5:15		4:30-5:15				\$3,500
Ballet I A		4:30-5:30		4:30-5:30	4:30-5:30		\$4,500
Ballet II A		5:30-6:30		5:30-6:30	5:30-6:30	10-11	\$5,500
Teen Ballet	5:15-6:15		5:15-6:15				\$3,800
Ballet III A	6:30-7:30	6:30-7:30		6:30-7:30	6:30-7:30	11-12:30	\$6,500
Junior Upper Level	6-7:30	6-7:30	6-7:30	6-7:30	4:15-7:30	11-12:30	\$7,900
Senior Upper Level	4:15-6	4:15-6	4:15-6	4:15-6	4:15-7:30	11-12:30	\$12,500

Academy Requirements and Policies

- Tuition for the entire year is due prior to the student's first day of class. Please note: there are NO refunds once the student has begun lessons. Cash/check are preferred, but credit cards can be accepted (with a convenience fee added to listed price). Tuition will be pro-rated if enrolling after the start of the year.
- Since classes are taught with a specific syllabus, no make-up classes are offered. The Academy is not responsible for missed lessons.
- There is an annual \$100 costume fee for each student, which can be paid either with tuition or no later than the first day of Nutcracker rehearsals.
- In lieu of theater fees, every family must purchase at least 10 tickets for each of the two major productions. While there is no minimum for the Halloween and Spring Showcase performances, attendance is encouraged to support the performing dancers and for education.
- All performance support (admin, backstage, costumes, props) is 100% volunteer-provided. Families are required to volunteer a minimum of 5 hours (opportunities will be available for sign up at the start of the school year) to spread the work equitably. In lieu of volunteering, \$25 per hour can be paid.
- For planning purposes, rehearsal schedule is *usually* every Sat, from 12:30-3:30 (starting on slightly later dates for youngest classes and ending at earlier times), starting approx. second weeks of Sep and Jan for upper-level students. Schedule updates will be issued when necessary.
- A leotard or trunks/shirt is provided with full tuition. Student is responsible for the rest of the uniform (to include nude leotard/trunks for performances, shoes, tights, and extra leotards).
- Partnering fees are required for Upper-Level students (\$500/show), as required (based on casting in *pas de deux* roles).

Closures & Calendar

Holidays/Closures

The Academy follows the Fairfax County Public Schools holidays (NOT Teacher Workshops) and inclement weather policies. The Academy is OPEN during Teacher Workshops. The weekly Ballet Blast lists upcoming Academy closures and the “KMAB Only” webpage lists current holidays and closures (www.kintzmejiaballet.org/kmab-only.html). Unexpected closures (e.g., inclement weather) are announced via text and will follow Fairfax County Public School System announcements.



2018-19 Calendar

Sep 4	KMAB School Year Begins
Sep 8	Nutcracker Rehearsals Begin
Oct 8	Columbus Day – KMAB Closed
Oct 27	Halloween Extravaganza Performance
Nov 6 – 8	Class Observation
Nov 21 – 23	Thanksgiving Break
Nov 24	Classes Resume (Saturday)
Nov 26 – Dec 7	Performance Rehearsal Week
Dec 8 & 9	Nutcracker Performance
Dec 10 – 11	Rest Days – KMAB Closed
Dec 15 & 16	Larmax Homes Performance
Dec 22 – Jan 4, 2019	Winter Break
Jan 5	Classes Resume/Spring Performance Rehearsals Begin (Saturday)
Jan 21	Martin Luther King, Jr.'s Birthday – KMAB Closed
Feb 18	Presidents' Day - KMAB Closed
Apr 13	Spring Showcase Performance
Apr 15 – 20	Spring Break
Apr 27	Class Photos
May 27	Memorial Day – KMAB Closed
May 28 – 31	Rehearsal Week
Jun 1 & 2	Spring Performance: Little Mermaid
Jun 3 – 4	Rest Days – KMAB Closed
Jun 10 – 12 & 17 – 19	Parent-Teacher Conferences
Jun 15	Last Day of KMAB School Year (Saturday)
Jun 24 – Jul 26	Summer Intensives
Jul 26	Summer Performance

Uniform & Performances

Uniforms

- An Academy uniform is required for all students. Uniform requirements are also at www.kintzmejiaballet.org/kmab-only.html (password is **BalletRule5!**).
- Items can be purchased from The Cinnamon Tree (Herndon, VA) or Footlights Dancewear (Alexandria, VA, and Silver Spring, MD). Both offer a 10% discount to KMAB students and have a complete listing of required items.

• **Girls**

Pre-Ballet: Pink *So Danca* ballet shoes with elastics, white ankle socks with ruffles, and school-issued leotard.

Ballet Prep and above: Pink *Grishko* canvas ballet shoes with ribbons; *Prima Soft* convertible tights (#101, European Pink); *Grishko 2007* point shoes; Capezio character shoes (1.5-inch heel); and, for Jr Upper-Level and above only, white *Sansha* practice tutu.

• **Boys**

Pre-Ballet up to Ballet I: White *Grishko* ballet shoes with elastics, white socks, and school-issued white tank shirt and black ballet shorts.

Ballet II and above: Black *Grishko* canvas ballet shoes; black character shoes; white tank shirt, and school-issued black tights.



Performances

- The Academy presents a number of highly professional productions each year, which provide our students experience and motivation. All students are expected to participate in every performance.

Student Rules

Student Rules

- Students are expected to conduct themselves in a quiet, respectful manner at all times.
- Students are expected to be punctual. Students arriving late may, at the teacher's discretion, be required to observe class.
- Students are expected to enter the class in the correct. With the exception of stud earrings, no jewelry is permitted.
- All girls must have their hair securely in a bun and hair-sprayed in place. Ponytails are unacceptable. All loose hairs around the face that do not fit in the bun must be pinned down and off the face. Instructional videos are available on the KMAB Only website.
- Dressing rooms are only for changing and using the facilities. Students should spend as little time in there as possible. Under no circumstances should students have to be called to class from the dressing rooms.
- Students who wish to arrive and depart in uniform should do so under other clothing; uniforms are not to be worn as street-wear.
- No food or drinks (other than water) in the studio or dressing rooms!
- During cold or inclement weather, students must be appropriately covered to prevent sickness. If contagious, they should not attend class!
- The Academy expects a text/email notification to let the directors know when a student is unable to attend class, prior to the absence.



Parent Information

Student Absences

- The Academy expects parents to notify the directors of any absence from class or rehearsal by emailing or texting (to the remind.com text number received at the start of the year). The further in advance, the more appreciated.

Parent Information

- Parents bringing students to class should arrive no earlier than 10 minutes before class and should pick up their students no later than 10 minutes after class or rehearsal.
 - Under no circumstances should a parent enter a classroom while class is in session, unless specifically invited to do so by a teacher.
 - Please read all notices sent to you via the “Ballet Blast,” email, or sent home with your student. Staying informed will help you plan and get your student where he/she needs to be. Reminders are posted on the bulletin board in the studio.
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- Parents with questions regarding any aspect of their student’s needs and progress should make an appointment for a private discussion. Open conversations during class times are inappropriate and hinder the teacher by distracting them from focusing on their next class. All parents will have the opportunity to discuss their student’s performance during the end-of-school-year parent-teacher conferences.

The Kintz-Mejia Academy of Ballet is not responsible for:

Injury to students, parents, or siblings who might be waiting for students; missing property left on the premises; or students waiting in the parking lot.

Parents should instruct their students to remain inside the building until someone has come to collect them. Parents must notify info@kintzmejiaballet.org if there is a change in phone number or other information, to include alternate points of contact to pick up a student in case the primary contact is not available.

Quick Reference

Emails:

directors@kintzmejiaballet.org

info@kintzmejiaballet.org

Website:

www.kintzmejiaballet.org

“KMAB Only” password:

BalletRule5!

The Kintz-Mejia Academy of Ballet

1524 Springhill Rd, McLean, VA 22102 ~ (703) 506-1039 ~ info@kintzmejiaballet.org

*The Kintz-Mejia Academy of Ballet is a recognized 501(c)(3) non-profit organization
for the education and advancement of the arts.*