

PRCUA #162
ROGALIN DANCE TROUPE



The Rogalin Dance Troupe was named after the village of Rogalin, which is situated on the Warta River. Rogalin is primarily famous for its 1000-year old oak trees on the banks of the Warta and its 18th century baroque palace, which is now a branch of the National Museum in Poznan.

2009-2010 PARENT/DANCER HANDBOOK

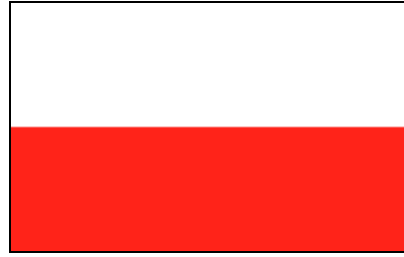
www.rogalindancetroupe.com

Dance Studio located in the upstairs of the PRCU Hall

1430 Oak Street, Wyandotte, MI 48192

Contact: Director Michelle Stechschulte (734) 283-4589

Welcome - Witamy!



We would like to take this opportunity to welcome all the new families to the Rogalin Dance Troupe and welcome back our returning families. We are excited to begin another enjoyable year and look forward to working with everyone.

Following is the 2009-2010 parent/dancer handbook. This handbook outlines the guidelines and requirements for our dance program. Please keep this guide handy throughout the year, as it will serve as your reference for the dance group.

If at anytime you have questions regarding the polices outlined in this handbook please feel free to contact any of our board members as listed below.

2009-2010 Parent Board

Michelle Stechschulte	Director	Home: 734-283-4589 Cell: 734-674-4130	mstechschulte@rogalindancetroupe.com
Janet Vilag	Dance Instructor	Home: 734-692-4114 Cell: 734-377-7580	jvilag@rogalindancetroupe.com
Marilyn Gilliland	President	Home: 734-782-9113 Cell: 313-827-2813	mgilliland@rogalindancetroupe.com
Erica Bunton	Vice President	Cell: 734-512-9880	ebunton@rogalindancetroupe.com
Lisa Brandt	Corresponding Secretary	Home: 734-284-1341 Cell: 734-775-7987	lbrandt@rogalindancetroupe.com
Lisa Holewinski	Recording Secretary	Home: 586-362-8708 Cell: 734-516-5586	lholewinski@rogalindancetroupe.com
Andy Witkowski	Treasurer	Home: 734-282-0553 Cell: 734-709-2029	anwitkowski@rogalindancetroupe.com
Ann Marie Witkowski	Fundraising Chairperson	Home: 734-282-0553 Cell: 734-552-7686	awitkowski@rogalindancetroupe.com

WHAT YOUR DANCER WILL LEARN WITH THE PRCU ROGALIN DANCE TROUPE

As your dancer grows and develops in skills, they will be taught appropriate dances for their level. The goal of this dance group is to teach students to love to dance the spectacular, historical folk dances from Poland, and recognize their special characteristics. Throughout their dance career with the PRCU Rogalin Dance Troupe, your dancer will, or may have already learned:

The five (5) National Dances of Poland: Each of these dances has its own special history and characteristics. A true folk dance should include only the steps done in that region, to proper music made for that dance. Listed below are brief descriptions of the national dances of Poland.

1. **The stately Polonez:** The oldest dance of Poland, known as the “Grand March of Poland”. The Polonez is a slow, dignified procession-style walking dance.
2. **The elegant Mazur:** A couple’s dance with swift, smooth, running forward steps. It is also embellished with other steps like holubiec, stamps, and slides.
3. **The romantic Kujawiak:** A very lyrical dance with slow turning couples. Today’s Kujawiak is a blend of dances; a slow walking part, and a lively turning part.
4. **The exuberant Oberek:** This dance is mainly composed of turning and spinning. Its content can also be embellished with stamping, clapping, holubiec, and kneels.
5. **“The” National Dance – The Krakowiak:** The second oldest dance of Poland consists of couples moving in a fast, smooth, gliding gallop in which the dancers move in various directions around a single circle, or in two or more circles. The gallop is intermingled with energetic accented steps, done almost in place.

“Character” Dance: Your dancer will also learn a “character” dance to be performed with their group at the Recital. Throughout their dance career, they may have the opportunity to learn tap, ballet, and jazz.

Your dancer may also have the opportunity to try-out for the PRCUettes Pom team. This opportunity is offered to girls in the Junior and/or Senior Group, depending on interest from year-to-year.

Your dancer will also learn the Polish National Anthem, learn about their Polish heritage, learn some common Polish words, and, hopefully, make friendships along the way that last throughout the years.

We hope you will enjoy the years with us, and we gladly receive any and all feedback. Again Witamy!

REGISTRATION

All Dancers must be members of the Polish Roman Catholic Union of America (PRCU) to be eligible for participation in the Rogalin Dance Troupe. To be a member of the PRCU, you must purchase and maintain an active life insurance policy. To do so, please contact Helen Sawicki at (734) 284-6208 or Annie Mandernach at (734) 782-0455. The policy must be in place by October 1st of the current dance year.

Society dues are due every January for all members ages 16 to age 70. Send Society Dues to: Linda Alexander, Financial Secretary, 1059 Mollno Street, Wyandotte, MI 48192. She may also be reached at (734) 282-2360.

In addition to the purchase of an active life insurance policy* for each dancer, the following yearly registration fees will apply for the 2009-2010 year:

- \$40.00 for the first dancer
- \$35.00 for the second dancer
- \$30.00 for the third dancer
- \$25.00 for the fourth and each additional dancer

*If a dancer's policy becomes inactive or unpaid, they will be dropped from the Rogalin Dance Troupe roster. The dancer will be charged \$14.00 for the loss of subsidy given to us by the PRCU. The dancer will be given 30 days to reinstate their policy, or they will be unable to return to class until the policy is reinstated.

Open (also known as pre-registration) Enrollment for the 2009/2010 year will take place in February 2010 and will end the last Tuesday of practice in the studio. Active policy and registration fees will be due at this time. Registration fees will be reduced by \$5.00 off the total registration fee per pre-registered family. Failure to pre-register during Open Enrollment may affect class placement.

CLASS TIMES / DETERMINATION:

Currently we have six classes and a pom pon team. Class times are as follows:

Group 1	5:00-5:30 p.m.
Group 2	5:30-6:00 p.m.
Group 3	6:00-6:45 p.m.
Group 4	6:45-7:30 p.m.
Group 5/Jr. Group	7:45-8:30 p.m.
PRCUettes	8:30-9:15 p.m.
Group 6/Sr. Group	9:15-10:00 p.m.

Groups are determined by enrollment and movement within the dance troupe.

Dancers will be placed in Groups according to birth date and will move from group- to-group determined by **birth date**. For instance, there may be an opening for only one dancer to move up to Group 3. If we have four dancers that are 8-years-old and born in the same week, the student that was born first out of that group will be the dancer to move up.

It is not uncommon for some students to remain in the same group for three to four years.

ATTENDANCE/OUTSIDE PERFORMANCES

- A. **WEEKLY CLASSES** - As a courtesy to the group and individual partners, it is important that a dancer not miss more than eight (8) classes. If a problem should arise, it will be dealt with on an individual basis. If more than eight (8) absences have occurred, the dancer will be required to contact the Board with a written appeal. In addition, if a dancer misses more than three (3) classes in succession the director or dance instructor must be notified. Five (5) absences will result in a written warning; eight (8) absences will result in the need for a dancer to write a written request for consideration. If a dancer has more than eight (8) absences and has not notified the Board or director, they will be considered a resigned dancer.

2009-2010 HOLIDAY BREAKS - RECITAL

- December 22, 2009 (Christmas Holiday)
- December 29, 2009 (New Year's Holiday)
- April 6, 2010 (Spring - Easter Break)
- Friday ??? - Dress Rehearsal at ???
- Sunday ??? - Recital Date at ????

- B. **OUTSIDE PERFORMANCES** - Throughout the year, we are invited to attend and perform at various functions. It is the group's expectation that dancers attend these functions as our way of showing our Polish heritage publicly. ***It is the responsibility of the parent/dancer to show up on time and in proper costume for these events. If you arrive late, meaning after practice has begun, you will NOT BE ALLOWED TO DANCE. Dancers arriving late may participate in the Anthem and finale but will not receive a participation point. This policy will be strictly enforced.***

Participation will be tracked using a sign-in sheet. We will have a roster with all of the dancers listed and the name and date of the event for each outside performance. It will be the responsibility of the parent/dancer to make sure they sign in with one of the members of the Parent Board as a record of each dancer's attendance. This will also ensure no dancer will be overlooked once practice has begun.

Dancers are required to stay in costume and ready to perform until dismissed by the dance instructor or director to be eligible for credit of participation. Participation ribbons will be given to any dancer who has participated in a minimum of 65% of events in a calendar year. (See State Ball requirements for Graduates.)

- C. **DANCE RECITAL** - Typically, the annual recital is scheduled at the end of April. Dress rehearsal is usually the Friday before the recital at 5:30 p.m. Dress rehearsal is MANDATORY unless the Parent Board and dance instructor have granted prior approval.

DANCE CLASS CANCELLATION

- It should be understood that dance classes will automatically be cancelled if the **Wyandotte Public School District** closes due to inclement weather conditions. Please note that this does not apply if individual public and/or private schools close for any reason.
- If for *any other reason* classes need to be cancelled (i.e. building problems at the studio, etc.), families will be contacted by phone. Therefore, please make sure that we have an up-to-date phone number for you throughout the year. Because most of the phone calls will be made to the number you have listed as your primary number, you may want to check for messages before coming to the dance studio.

FUNDRAISING

The Fundraising Chairperson(s) will oversee all fundraising activities. A calendar of these events will be communicated as dates become available. No individual fundraisers are mandatory but there will be a \$25.00 fee per family if you do not participate in a group fundraiser. It is requested all payments are made by check (payable to Rogalin Dance Troupe) or cash. Please put in an envelope and mark clearly the name of the dancer, amount and which fundraiser it is for.

Group Fundraising - Proceeds are put into Rogalin's general fund. Example: Dine to Donate or Bowling.

Individual Fundraising – Proceeds are put toward your dancers recital costume fees. Any extra money goes into Rogalin's general fund.

We will have a MANDATORY GROUP FUNDRAISER in conjunction with Society 162 – The Daily Number Raffle. Each family will be required to purchase a \$10 Raffle ticket in the months of September, November, January, and March. More information will be provided in the monthly newsletter.

OTHER

- **Group/Individual Pictures** - Each year, pictures will be taken of each group for the recital program. Individual pictures are also available. You will be notified by note of dates, times and prices.
- **Communications** - You will be kept informed throughout the year with monthly newsletters. If you have more than one dancer, the note will be given to the youngest dancer. If for some reason you are unclear of information, it is the parent's/dancer's responsibility to contact a board member. You may also refer to our website, www.rogalindancetroupe.com, for updated information. We encourage all parents to take an active part in their dancer's dance career by checking the bulletin boards weekly and reading the notes that go home with the dancer.
- **Parent Watch Night(s)** – There will be one or two Parent Watch Nights scheduled during the dance year. On these nights, parents are welcome to watch their dancers in the dance studio during their class.

PRCUettes

Girls in the Junior and/or Senior Group may have the opportunity to try-out for the PRCUettes. The PRCUettes is a competitive pom pon team that also performs in the recital.

Because the team is a competitive team, it is mandatory that girls competing on the team miss no more than one competition or risk being dropped from the team. The Nationals competition, which is held in the month of July, is also mandatory. Please keep in mind some of these competitions are held out-of-state and may require an overnight stay.

DANCER SAFETY

- Emergency forms must be filled out for EACH dancer EVERY year. This form is to be turned in by the first dance class. Each dancer must have his or her own form on file.
- Dancers in Groups 1-4 must have a parent or designated responsible adult present during the entire class. An adult is required to come upstairs to pick up each dancer in groups 1-4.
- Parents of Dancers in Groups 5-Senior Group may feel that their dancer is responsible enough to leave the studio upstairs without adult supervision to meet their ride outside. However, since we cannot monitor dancers after they walk downstairs, we would like to keep your written permission on file.
- On June 21, 2003, PRCUA schools were given specific guidelines from Chicago. Rogalin Dance group has incorporated these required guidelines into our handbook.

Dancers are not allowed in the bar area without parental supervision

DRESS CODE FOR WEEKLY DANCE CLASS

GIRLS

- **Hair** - Shoulder length or longer must be worn up. No long bangs in face.
- **Dancewear** - Leotard and tights, trunks and t-shirts, or dance stretch pants (straight leg – not flare) are acceptable. NO sweatpants, sweatshirts, hoodies, jeans or jean shorts are permitted.
- **Shoes** - Ballet shoes or leather sole jazz shoes.



Jazz & Ballet shoes can be ordered from Janet in September, for girls and boys.

BOYS

- **Dancewear** – Shorts (not jean shorts) and t-shirts. Sweatpants will be allowed in colder weather. NO sweatshirts, hoodies, jeans or jean shorts are permitted.
- **Shoes** - Leather sole jazz shoes or black ballet shoes.



If your child's class is chosen to do tap, you will be notified in September.

DRESS CODE FOR OUTSIDE PERFORMANCES

GIRLS

Costume – White blouse, white tights, red trunks/briefs, red skirt, white apron, red beads, headpiece, Polish vest (year pins (left sleeve) and ribbons (right shoulder)). No pins or ribbons are to be worn for Picture Day, Dress Rehearsal, or Dance Recital.

Some occasions require other costumes to be worn. You will be notified in advance of this change.

- **Hair** - Groups 1-Senior Group - Two (2) braids at nape of neck, not French braided. NO “PONY TAIL” BRAIDS and no bangs in face.



- **Tights** - Plain white tights a must for all performances (no sheer, lace or cable knit).
- **Shoes:**

Groups 1-2 - Black dress shoes (Maryjane-type) **with rubber soles** for *all outside performances* (Parades, Festivals, Masses, etc.) or white ballet shoes (for inside performances – i.e. Christmas parties, etc.), when in doubt, bring both!



Groups 3-Senior Group - Black boots are to be worn. Lace-up style preferred. No low ankle boots, they should reach the mid-calf.

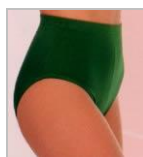
- **Polish Vest** – The group has some used vests to loan out for a \$25 security deposit. If you are interested in buying authentic wear the following are two excellent websites: <http://www.perfekt.krakow.pl> or www.polarcenter.com.



- **Blouse** – Polish blouse always looks best, or purchase a plain white, long sleeve blouse with “Peter Pan” type collar. Lace will be provided for you to sew onto the collar and cuffs.



- **Red Trunks/Briefs** - Girls in **all** groups are required to wear red trunks/briefs under their skirt, available at any dance supply store or dunhams.



- **Red Skirt, Headpiece, and Lace Apron** – Everyone will be required to purchase a red skirt, headpiece, and lace apron. This is a required costume that will be worn at all outside functions and will be yours to keep. Red skirts should measure 10-inches from the floor. If the dancer’s skirt is shorter than 10-inches off of the

floor, **a)** you may take out the hem, **b)** purchase a new skirt, or **c)** possibly purchase or trade with another dancer for a used skirt. Aprons should measure 14-inches from the floor.

- **Red Beads** – Everyone will be required to purchase a set of red beads from the dance group. Replacement beads will also have to be purchased.
- **Slips** – A full slip must be worn under red skirt to make the skirt fuller. You may purchase your own slip or contact the director to see if any slips are available to borrow from the group.

BOYS

Costume – White long sleeve dress shirt, red ribbon tied in a bow under the collar, black dance pants, black socks, Polish vest (year pins and ribbons pinned to left chest of vest) to be worn unless otherwise notified. (No pins or ribbons are to be worn for Picture Day, Dress Rehearsal, or Dance Recital).

- **Shoes**

Groups 1- Senior Group - Black dress shoes **with rubber soles** for *all outside performances* (Parades, Festivals, Masses, etc.) or black jazz or ballet shoes (for inside performances – i.e. Christmas parties, etc.), when in doubt, bring both!



- **Blue Polish Vest** – Your child will be loaned a vest for outside performances. A \$25 deposit is required.
- **White Dress Shirt** - Plain **white**, long sleeve dress shirt.
- **Red Ribbon** - Red ribbon tied in a bow under the collar (provided by the dance group).
- **Black Dance Pants** - Provided by the dance group.
- **Socks** - Black socks are to be worn.

PARENT BOARD

The Parent Board was formed in conjunction with the guidelines from Chicago, as well as ensuring the dance group is run in a democratic manner. The board shall consist of President, Vice-President, Corresponding Secretary, Recording Secretary, Treasurer and Fundraising Chairperson(s). Elections are to be held each Spring. A term of the board coincides with the current scheduled dance year. Meetings will be held as deemed necessary by the parent board.

- **President** - 1) Presides at all meetings; 2) Plans with Director, Dance Instructor and other Officers; 3) Has the authority to call special meetings.
- **Vice-President** - 1) In absence of the President, the Vice-President takes on the duties of the President; 2) Shares public relations work with President and Dance Instructor; 3) Puts together recital program.
- **Recording Secretary** - 1) Records all business meeting minutes and attendance; 2) Types up the handbook yearly
- **Corresponding Secretary** - 1) Sends out monthly newsletters; 2) Keeps all records of names, addresses, & phone numbers for society and roster.
- **Treasurer** - 1) Establishes an account for the school; 2) Collects funds; 3). Mails disbursements; 4) Gives financial report at all meetings; 5) Together, with the Director has the ability to sign checks.
- **Fundraising Chairperson** - 1) Oversees fundraising; 2) Reviews requests of potential fundraisers with Board; 3) Approves, organizes and communicates scheduled fundraisers to Director and group; 4) Collects funds.

AWARDS

- Every dancer completing a full year of dance will receive a year bar for consecutive years of participation.
- Every dancer on the PRCUettes pom pon team completing a full year of pom will receive a year bar for consecutive years of participation.
- Dancers who have reached five (5), ten (10) or fifteen (15) years of dance (consecutively) will receive tenure ribbons and recognition at the annual recital.

Honor Ribbons will be awarded as follows:

- **Rogalin Dance Troupe Ribbon:** Given to every new dancer after one full year of dance.
- **Navy Blue:** Awarded for participation (minimum 65% of events), with a star pin for every year minimum participation is made after ribbon is first earned.
- **White:** First Holy Communion
- **Red:** Confirmation
- **Purple:** Reconciliation
- **Green:** Polish Heritage. Given for dancers who go “above and beyond” to research Polish heritage. The Dancer must give a presentation to the dance group. All groups are eligible to participate. Must be approved by director.
- **Pink:** 5 Years
- **Light Blue:** 10 Years
- **Yellow:** 15 Years

If a ribbon or year bar is lost or broken there will be a nominal charge to replace it.

If your dancer does not receive a year bar and/or ribbon, and you feel they are entitled to one, please do not hesitate to ask the Director to review her records. It may just be an oversight.

STATE BALL REQUIREMENTS

Beginning with the 2001-year, all dancers (grades 8-12) and their parents must sign the attached acknowledgement of receipt outlining Graduate/State Ball Requirements. This record will be kept on file. This will ensure each dancer and their parents are aware of the policies and standards that must be performed.

ATTACHMENT B

2009-2010 Dancer Information and Permission Release Form

This form is to be turned in by the first dance class, if you have more than one dancer dancing, please request additional forms. Each dancer must have their own form on file.

Dancer's Name: _____

Age: _____ Date of Birth: _____ Grade: _____ Female / Male
Circle One

Address: _____

Medical Conditions that should be noted, if any (i.e. Asthma, ADD, seizures, allergies, etc.): _____

Legal Parent's/Guardian's Name: _____

Address (if different): _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

E-Mail Address: _____

Second Legal Parent's/Guardian's Name: _____

Address (if different): _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

E-Mail Address: _____

Emergency Contact Name if Parents are unavailable: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

Please read each statement, accept, or decline, then sign and date below.

My signature below acknowledges:

1. I have received the 2008-2009 Rogalin Dance Troupe Parent/Dancer Handbook and understand my responsibility and my dancer's responsibility to know and abide by policies and procedures outlined within.
 Yes No

2. I grant my irrevocable permission to release photographs, slides, video, audio recordings and text material of/from the above-named minor either with or without my dancer's accompanying name or photo for promotional, website, and otherwise informational use by the Rogalin Dance Troupe. Yes No

3. I grant permission for my dancer to leave the studio upstairs without adult supervision to meet their ride outside. **(Applicable only for dancers in Groups 5-Senior Group.)**
 Yes Group #: _____ No Not Applicable

Legal Parent's/Guardian's Signature: _____ Date: _____