



2025-2026 CDF Performance Company Handbook

Welcome to the Carolina Dance Foundation Performance Companies (CDFPC) for the 2025-2026 season! We are the performance division for Carolina Dance Foundation (CDF), a non-profit organization that provides quality dance education, performance opportunities, and community enrichment. Our performance companies include Carolina Civic Ballet and Carolina Rhythm Tap.

This handbook outlines your key responsibilities and commitments for dancers accepted for the 2025-2026 season, providing essential information for a successful season. It contains valuable information that will answer the majority of questions you may have throughout the season. We encourage you to keep it readily accessible for reference. Please review this entire handbook with your dancer, and should you decide to participate in the Company, return a signed contract form by July 7, 2025, and submit your commitment fee by July 14, 2025. **Please note that dates and/or expenses listed are subject to change.**

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Board of Directors & Key Contacts

The CDF Board of Directors is made up of volunteers supporting CDFPC and its Artistic Directors. For more info about our board, please visit our [website](#).

Title	Name	For help with...	Email
Carolina Civic Ballet, Co-Directors	Jennifer Culler Moore Lindsay Collins Shaw	Training & classes	carolinacivichallet@gmail.com
Carolina Rhythm Tap Director	Carina Goodman	Training & classes	carolinarhythmtap@gmail.com
President	Tammy Hnatek	Interest in the CDF board of directors	president@carolinadancefoundation.org
Vice President	Kai Brinton	Auditions & Outreach	vp@carolinadancefoundation.org
Secretary	Sarah Mears	Headshots	secretary@carolinadancefoundation.org
Treasurer	Teresa Atkinson	Contracts & fees	treasurer@carolinadancefoundation.org
Director of Communication	Christina Gainor	Email, website & BAND	communications@carolinadancefoundation.org
Director of Performance	Kristy Sides	Show logistics	performance@carolinadancefoundation.org
Director of Volunteers	Kathy Reynolds	Volunteer hours	volunteers@carolinadancefoundation.org
Director of Marketing	Marcy Cottle	Social Media	marketing@carolinadancefoundation.org
Director of Fundraising	VACANT	Fundraising ideas	fundraising@carolinadancefoundation.org
Business Manager	Carina Goodman	General questions	bizmgr@carolinadancefoundation.org
Scheduler	Missy Blackburn Carina Goodman	Rehearsal conflicts	carolinadanceschedule@gmail.com

General Information & Communication

- **Website:** www.CarolinaDanceFoundation.org (check frequently for updates)
- **Mailing Address:** PO Box 90967, Raleigh, NC 27675
- **Primary Communication:** Our main form of communication is email. Add communications@carolinadancefoundation.org to your safe list and immediately let the Director of Communications know if you are not receiving emails.
- **Quick Updates:** We will use the free app BAND for quick updates, especially during rehearsals and shows. Please download it and search for Carolina Dance Foundation.
- **Social Media:** Follow us on Facebook & Instagram @carolinadancefoundation.

Core Requirements & Commitment

Participation in CDFPC is a significant time and financial commitment. Dancers are under contract from the time of acceptance until the following year's audition.

- **Contract & Fees:** Signed Contract (due 7/7/25) & Commitment Fee (due 7/14/25).
- **Attendance:** Awareness and fulfillment of Company rehearsal and performance dates. Dancers rehearse most weekends from September through the Spring show(s), which are held in either March, April, or early May. Attendance at Master Classes, sponsored by Carolina Dance Foundation. Regular attendance in dance classes. All tech and dress rehearsals (both in-studio and at the venue).
- **Fair Share Payment:** Payment of Fair Share Fees (see page 4).
- **Volunteer Hours:** Required Parent and Dancer Volunteer Hours (see details below).
- **Conduct:** Adherence to the rehearsal attendance policy and code of conduct, and following all of the policies outlined in this handbook.
- **Performances:** CDFPC produces at least two stage performances during the CDF Company season, the Holiday Show and the Spring Extravaganza. Every three years (planned for 2026), CDF will produce two spring stage performances. A full-length ballet for Carolina Civic Ballet and a tap show for Carolina Rhythm.

Annual Volunteer Requirements

Volunteering is not just about completing hours; it's the lifeblood of performance arts organizations like ours. Your dedication directly fuels the magic on stage, enabling us to provide exceptional experiences, maintain beautiful costumes, and create unforgettable moments for our dancers and the community. Every hour contributed directly impacts our ability to keep costs manageable and offer enriching opportunities for all.

- **Dancer Requirement:** All dancers aged 13 and over are REQUIRED to participate in our Parents Night Out event (Date: **February 2026**). High school seniors are exempt from this requirement. Dancers with unavoidable, excused absences are required to make up these hours and may not pay out these hours.
- **Parent Requirement:** Each dancer's family is required to contribute a minimum of 10 hours for the first company, and 5 hours for each additional company, during the 2025-2026 season. No family will be required to volunteer more than 20 hours, regardless of the number of dancers/companies.
- **Who can volunteer:** Hours can only be completed by the dancer's parents, guardians, grandparents, or the dancer if she or he is 18 or over. Contact the Director of Volunteers if special consideration is needed due to extenuating circumstances.
- **Tracking:** All volunteer hours must be approved by the Director of Volunteers to ensure credit may be given.
- **Pay-Out:** If you are not able to contribute parent volunteer hours, you may opt out by "paying" the hours at a rate of \$50.00/hour.
- **Note:** To ensure continued participation and eligibility for the upcoming season's auditions, all required volunteer hours must be completed or paid out.

Fair Share Payment Structure & Fees

The following table explains the basic TOTAL pricing breakdown and what IS and IS NOT included in the Fair Share payments. The total due for the year can be paid upfront or broken into 6 monthly payments due on the 15th of the month beginning in August and ending in January.

Company Participation	Total Fair Share Due	Commitment Fee (Due 07/14/25)	Monthly Payments (Aug 15 - Jan 15)
Only Carolina Civic Ballet	\$1,090	\$100	6 payments of \$165 each
Only Carolina Rhythm	\$1,090	\$100	6 payments of \$165 each
Both Ballet and Rhythm	\$1,340	\$200	6 payments of \$190 each

Included in Fair Share

- Commitment Fees, due July 14, 2025. *Non-refundable.*
- Tap Workshop (Required for Carolina Rhythm).
- Saturday morning company classes are for Ballet members in levels Senior C, Senior B, Senior A, Teen B, & Junior C. Optional for Junior B and Apprentices. (Class levels may not be suitable for younger company members.)
- All weekend rehearsals for ballet and tap companies.
- One new pair of company earrings.
- Use of costumes for performances.

NOT Included in Fair Share

- CDF Audition Fees.
- Show tickets.
- Other optional master classes that are offered throughout the year.
- Joffrey and/or Burklyn auditions. (Required for Ballet company members age 11+. **Approx. \$30-40**).
- Pay-out costs to cover parent volunteer hours not completed. (\$50.00 per hour).
- University of North Carolina School of the Arts (UNCSA). (Required for Ballet Company members in some levels, see page 9. **Approx. \$325-\$425 + travel and lodging**).
- Regional Dance America/Southeast Festival (RDA/SE). (Optional but highly recommended. **Approx. \$550-\$650 + travel and lodging**).
- Replacement pair of company earrings. (\$10 per pair).
- \$50 Missed Rehearsal Fee. (without at least a 24-hour advanced notice). See page 7.
- Additional costume, make-up, tights, or shoe requirements. (Prices vary).
- End-of-Year Celebration tickets.
- Summer training (Prices Vary).

Payment Plan Options

- Check or Credit Card (via QuickBooks) Only. No cash payments.
- **Pay Full Amount:** By August 15, 2025 (There is a 5% discount applied for paying in full.)
- **Pay Monthly:** Your commitment fee amount will be deducted from your total, and the remainder will be split into equal payments over 6 months. You will receive a monthly invoice from QuickBooks with Fair Share fees due on the 15th of each month, August through January.
- We will charge a \$35 returned check fee for insufficient funds.

Fair Share Payment Structure & Fees Continued

Credits/Refunds

- **Injuries:** If a dancer is injured for a significant amount of time and has to miss certain events or training, credit may be given. These situations will be considered on a case-by-case basis.
- We cannot offer refunds to dancers who miss rehearsals or company classes due to illness.
- We cannot guarantee refunds for conferences if a dancer is unable to attend.
- We cannot guarantee partial refunds if a season is cut short due to circumstances beyond our control (e.g., COVID-19).

Fundraising

CDF's Board of Directors is fiscally responsible and sets the annual budget with care. Fundraising activities vary each year. Fundraising is important for the greater good of CDF and its dancers. Not only does fundraising improve the CDF experience by providing beautiful costumes, inspiring choreographers, and desirable performance venues, but it also allows us to offer quality dance education through needs-based scholarships and community enrichment. The more fundraising dollars coming into CDF, the lower we can keep costs for ALL dancers. See the Fundraising Handbook for more information.

- **Fundraising Oversight:** ALL fundraising activities will be managed by the Director of Fundraising, with 100% of the proceeds benefiting CDF. Any outreach to local and national businesses for Corporate Sponsorships and Silent Auction item procurement requires approval of the Director of Fundraising.
- **Fundraising Activities:** Participation in fundraising is optional but highly encouraged. See below for planned fundraising activities. (*Subject to change.*)

Event	General Timeframe
Sponsor Recruitment	Summer/Fall
Consignment Sale	Fall
Butter Braids	Fall
Concessions	All performances
Parents' Night Out	February
Silent Auction	Spring

- **Consignment Sale & Account Credit:** Participants in the Consignment Sale will earn 50% of their merchandise sales proceeds as a dancer account credit. The remaining 50% will go to the Foundation. If a dancer has credit remaining in their account at the end of the season, the credit will be carried over to the next season. If a dancer leaves the company before the end of the season or does not return the following season, any credit in their account is forfeited.

Conduct & Etiquette

All dancers, teachers, and parents are expected to be team players. Promoting friendship through support, encouragement, and mutual respect is crucial to the overall success of the program. Maintaining a positive attitude and showing respect for CDF, teachers, parents, dancers, volunteers, and choreographers is essential at all times!

Professionalism

- Dancers should arrive at least 10 minutes before the start of every class or rehearsal. It is important to stretch and warm up properly before each rehearsal.
- Plan to bring food rather than leave the studio between rehearsals to eat fast food. It is healthier and prevents you from being late for the next rehearsal.
- No excessive talking during class or rehearsal.
- Give 100% of yourself in all classes and rehearsals.
- Review your sections quietly when the choreographer is working with others. Do not mark unless the choreographer instructs you to do so.

Respect

- Teachers, dancers, parents, and volunteers are expected to leave any personal negativity at the door when entering the studio or venue.
- Negativity, hostility, disrespect, pettiness, and gossip will not be tolerated.
- Choreography and group placement must never be questioned.
- Listen to each correction given, whether it is directed to you or another dancer. A correction is an honor; it shows how much a teacher or choreographer cares about your progress as a dancer.
- Finish every class or choreography session with a “thank you” to the teacher or choreographer, and the accompanist if applicable.
- **Volunteers:** Dancers are expected to listen to and respect the direction of the volunteers at any CDF event.
- **Outside Activities:** Public discussion of dissatisfaction with CDF, its Artistic Directors, choreographers, or other students and their families is not productive. Do not speak negatively about teachers, dancers, or parents from CDC or other studios. It’s appropriate to speak enthusiastically about your experience with CDF, but we don’t recruit dancers from other studios. The CDF Artistic Director handles all communication with the directors or hosts of our outside activities (unless a representative is designated). No parent or dancer should question the directors or hosts of any event. Please speak to an Artistic Director if you have questions or concerns.

Role Models

- Older dancers, whether you intend to be or not, are role models for our younger dancers. Please keep this in mind when you are in the dressing room, kitchen area, in class, backstage at shows, etc., and make sure you are behaving in a way that sets a good example.
- **No Bullying:** No bullying will be tolerated, either in person or on social media, texts, or group chats.
- **Prohibited Substances:** Use of alcohol, drugs, and/or vaping/smoking by a Carolina Dance Foundation dancer is strictly prohibited! Dancers must NEVER come to class, rehearsal, or a performance while under the influence.

Consequences

Any violations of these policies can result in dismissal with no refunds.

Social Media Policy

Using platforms like Facebook, Twitter, Instagram, Snapchat, TikTok, blogging, and other social media vehicles is common and a fun way to share pictures, encouragement, and congratulations. The following guidelines are important to understand your responsibility as it relates to the use of social media and CDF/CDFFPC.

- **Confidentiality:** You should not share anything proprietary and/or confidential to the Artistic Directors, Board of Directors, or CDF as a whole.
- **Representation:** Unless specifically authorized, students and parents should neither claim nor imply they are speaking on behalf of CDF.
- **Appropriate Content:** Inappropriate posts by our dancers will not be tolerated. When in doubt about whether something is appropriate to post or say, err on the side of caution and refrain from doing so.
- **Privacy:** Never post anything that could compromise the self-esteem of company dancers. Best practice is to ask permission before posting pictures or videos of others on social media.
- **Choreography:** If you post videos of class or rehearsals, do not post any choreography in its entirety; CDF/CDFFPC or the choreographer owns the copyright.
- **Performances:** Please do not post pictures from company performance dress rehearsals prior to the performance.
- **Consequences:** Any violations of these policies can result in dismissal with no refunds.

Attendance Policy

Rehearsals

Rehearsals are an important part of the commitment to the CDF. A dancer who misses a rehearsal holds back the progress of the entire group.

- **Absences:** Dancers may have **two non-dress rehearsal unexcused absences** per dance before the Holiday Show and two non-dress rehearsal unexcused absences per dance between the Holiday Show and the Spring Show.
- **Notification:** For any absences, it is expected that the scheduler is notified at least 24 hours in advance of the absence. A dancer's account will be charged a \$50 fee for any missed rehearsal for which the Scheduler was not notified at least 24 hours ahead of time. This policy does not apply to understudies. As soon as you know you will be absent, please email carolinadanceschedule@gmail.com.
- **Mandatory Attendance: NO ABSENCES ARE ALLOWED** during performances (Holiday, Spring, etc.), ALL tech and dress rehearsals (both in-studio and at the venue), mandatory classes or events, and when guest choreographers are setting dance pieces without express permission from the Artistic Directors.
- **Excused Absences:** Only the following are considered excused absences.
 - ALL CDF-related activities.
 - REQUIRED CGE and Carolina Power conferences only. *Exceptions may be made for dancers who have had the honor to be selected to tour with a Dance Convention.*
 - Required school activities for which the dancer will be graded.
 - Other extenuating circumstances REQUIRE approval from the ADs.
- **Consequences:** Poor attendance may result in a choreographer replacing a dancer with an understudy at their sole discretion. Not attending rehearsals without notice is unprofessional and prevents the choreographer from adjusting rehearsals or choreography.
 - Dancers are responsible for learning any missed choreography before arriving for the next rehearsal.
 - If a dancer has an injury that prevents active participation in a rehearsal, that dancer is expected to sit in on the rehearsal and observe or provide a written note from the doctor for the absence to be excused. If you have questions about whether or not your planned absence will be excused, speak to an AD.

Attendance Policy Continued

Studio Classes

Regular studio class attendance is extremely important.

- **Absences:** Dancers are allowed 4 Ballet and 4 Tap CLASS unexcused absences prior to the Holiday Show and 4 Ballet and 4 Tap CLASS unexcused absences between the Holiday Show and the Spring Show.
- **Make-Up:** Further absences should be made up promptly (preferably within 1 month of the absence), and dancers are responsible for keeping track.
- **Consequences:** Excessive studio class absences, without making up classes promptly, can result in dismissal with no refunds.

Dance Training Requirements

Summer Training

- In order to maintain the pre-professional level of our companies, **summer training is required**. The Artistic Directors can help you determine what is appropriate based on your dancer's age and level. Our sponsoring studio, CDC, offers a full summer of training options in every genre, including afternoon and evening classes as well as weekly intensives.
- We also fully support out-of-town professional summer programs, as well as Carolina Ballet's Summer Intensive program. CDF dancers not attending a professional out-of-town summer program are required to maintain a rigorous training schedule either through classes at CDC or another local studio, local intensive programs (such as Carolina Ballet or ones held at CDC), to ensure technical improvement during the summer months.

Policy on Non-CDF Opportunities

Dancers MUST have prior approval from the Artistic Directors in order to participate in any non-CDF performance or training opportunity. Annual dues will not be discounted in these situations.

Dance Training Requirements Continued

Company-Specific Training & Requirements

Event	Description	Carolina Civic Ballet	Carolina Rhythm Tap
Weekend Rehearsals	Dancers should plan to have rehearsals nearly every weekend from mid-Sept through the Spring performances.	✓	✓
Ballet Company Class	Carolina Civic Ballet dancers in levels Senior C, Senior B, Senior A, Teen B, and Junior C have a REQUIRED company CLASS on Saturday mornings. For Junior B and Apprentices, company class is optional.	✓	
Summer Intensive Auditions	(Required, Ages 11+) CDC hosts Joffrey (jazz and ballet) and Burklyn (ballet) summer intensive auditions each year. For a small fee, dancers take a master class. One is mandatory, both are encouraged.	✓	
UNCSA North Carolina Festival of Dance	Required for ages 11+ in Junior C, Teen, & Senior company levels. (This festival includes 3 days of master classes and a festival performance. Attendance at the festival requires a registration fee and the purchase of two leotards. (Fee approx. \$325-\$425 plus travel and lodging.)	✓	
RDA/SE	Optional, but highly recommended. (Ages 11+) We are proud members of Regional Dance America and attend their regional festival each year. Attendance at the festival requires a “kit” fee and includes three days of classes, tickets to 3 performances, and a Gala. Dancers will be considered for, but not guaranteed, a spot in adjudication choreography. (Fee approx. \$550-\$650 plus new leotard, travel, and 4-night hotel stay.)	Optional	
Totally Tap	(Required, all ages) A full day of 6 master classes held at CDC. Usually in December each year.		✓
Tap Into The Network	(Optional, all ages) A weekend-long tap convention. Usually held in the fall in Charlotte, NC. Requires registration fee and travel expenses. (Fee approx. \$350-\$450 plus travel and lodging.)		Optional

Casting & Understudies

Casting

Each dancer is guaranteed to be cast in at least one piece per company per season. Some dancers are selected to perform in additional pieces.

- Performance assignments are at the discretion of the Artistic Directors or guest choreographers, who have many years of experience teaching and evaluating dancers. They are knowledgeable about what is technically and emotionally right for the dancers. Placement is highly individual, with many complex factors.
- Dancers must be flexible, as choreographers may cast dancers in one spot and later move them to another as they see what best suits the choreography. All roles are an important part of every piece, and dancers are expected to work hard and fully cooperate with all instructors.
- Your dancer's account must be in good standing before being cast in a show.
- Artistic Directors make all casting determinations, and the decisions are non-negotiable and final. This mirrors what occurs in the professional dance world.

Understudies

Being selected as an understudy is an honor and requires great dedication. Often, understudies must learn multiple pieces of choreography and are expected to fill in at a moment's notice.

- Understudies are expected to attend all of the rehearsals for the piece they are assigned.
- Understudies should be treated with cooperation and respect by their peers and not seen as, or treated as, inferior.

Costumes & Appearance

Costumes

- Costumes are the property of CDF and should be treated with great care. This enables future use and keeps fees as low as possible.
- No eating or drinking, except for water, is allowed when dressed in a CDF costume.
- The CDF costumes and accessories may not leave the studio or venue during rehearsal breaks. Please remove all costumes and headpieces before leaving the venue.
- Proper undergarments are always expected to be worn while wearing CDF-owned costumes. Failure to do so could result in the dancer being pulled from the rehearsal or performance until appropriate attire is available. CDF does not provide undergarments, tights, or shoes.
- Occasionally, parents may be asked to purchase additional costume pieces, special undergarments, special tights, or special shoes. These special requirements are not covered by company fees.

Appearance

Pride in your appearance reflects positively on the public's impression of CDF. Dancers should be properly dressed for all events, performances, and rehearsals.

- Ballet rehearsal requires a bun or French twist. Ponytails are not acceptable for ballet.
- Do not arrive at or leave any event in your dancewear; always wear a cover-up.
- CDF members should look polished and professional for every performance. Neat-slicked back hair, company earrings, stage make-up, and eyelashes are required. The Artistic Director or choreographer may request other requirements.
- To maintain consistency in appearance on stage, specific brands and colors of makeup are recommended.
- Performance shoes should be clean and in good condition.
- For performances, specific colors and brands of tights are required to be purchased to maintain a uniform appearance. One pair should be reserved for performances only.

Dismissal or Withdrawal From CDF

Artistic Directors reserve the right to dismiss dancers from the CDF when they determine it is in the best interest of CDF and other dancers. Every effort will be made to correct a problematic situation before a dancer is dismissed. No refunds of company fees will be made.

Reasons for Dismissal

- Disruptive or dangerous behavior by students or their parents.
- Abuse, verbal or physical, of other dancers, staff, or property by a dancer or a parent.
- Inability of CDF to meet the dancer's needs.
- Excessive unexplained absences with no plan or effort to rectify.
- Concerns about the dancer's health or potential for injury.
- Excessive non-payment of required fair share dues and fees.
- Violation of Alcohol, Drug & Vaping Policy.
- Violation of Social Media Policy.

Voluntary Withdrawal

Dancers wishing to withdraw voluntarily from CDF during the season must do so in writing. The CDF budget is reliant upon monthly commitments made with signed contracts submitted in the summer; therefore, no refunds will be given, and full payment of the remaining balance is expected. If there are extenuating circumstances around the need for withdrawal, the Board of Directors will take those into consideration on a case-by-case basis.

How to Submit Contract & Fees

Dancers wishing to **accept their invitation** must complete the CDFPC Contract and email it to Teresa Atkinson at treasurer@carolinadancefoundation.org by July 7, 2025. Once received, Teresa will create an invoice for your commitment fee and email it to you within 48 hours. Commitment fees should be paid no later than July 14, 2025. Your commitment fee is non-refundable once submitted. If you have decided to **decline your invitation** to CDFPC, please email our Director of Communications at communications@carolinadancefoundation.org.

Important Dates

Please block off the following dates. **All dates are TENTATIVE** and subject to change. More dates may be added.

FALL 2025

Date	Activity
July 7, 2025	Signed Contract Due
July 14, 2025	Commitment Fee Due
August 15, 2025	1st of 6 Monthly Payments Due
August 16-17, 2025	Tap Into the Network, Charlotte (Optional)
September 1, 2025	Notify ADs if you plan to attend RDA/SE in April
September 5-7, 2025	First Rehearsal Weekend
September 6, 2025	Company Ballet Classes Begin
September 15, 2025	2nd of 6 Monthly Payments Due
September TBD	Company Headshots
October 15, 2025	3rd of 6 Monthly Payments Due
November 15, 2025	4th of 6 Monthly Payments Due
November 16, 2025	In-Studio Holiday Show Dress Rehearsal
November 21-23, 2025	Holiday Show
November 25-30, 2025	Thanksgiving Break
December 14, 2025	Totally Tap Workshop
December 15, 2025	5th of 6 Monthly Payments Due
December 21, 2025 - January 4, 2026	Winter Break

Important Dates Continued

SPRING 2026

Date	Activity
January 9-11, 2026	Rehearsals and Company Classes Resume
January 15, 2026	Final of 6 Monthly Payments Due
January/February TBD	RDA/SE Adjudication Class
January/February TBD	Joffrey Audition at CDC
January/February TBD	Burklyn Audition at CDC
February 2026	Parents' Night Out
February 27- March 1, 2026	UNCSA Dance Festival, Winston-Salem, NC
March 30 - April 6, 2026	Spring Break
April 22-26, 2026	RDA/SE Festival, Birmingham, AL (Optional)
April 26, 2026	Kamryn's Smile Tea Party
Tentatively: March or May 2026	Full-Length Spring Ballet
Tentatively: March or May 2026	Tap Extravaganza
May 2, 2026	Last Company Ballet Class
Tentative: May 16-17, 2026	Auditions for the 2026-2027 Season
Tentative: May 17, 2026	End of the Year Celebration Dinner

Frequently Asked Questions

Q: What is CDFPC?

A: CDFPC refers to the Carolina Dance Foundation Performance Companies, which includes Carolina Civic Ballet and Carolina Rhythm (tap).

Q: Who do I contact when my dancer has a rehearsal conflict?

A: Email carolinadanceschedule@gmail.com as soon as you are aware of the conflict. As a professional courtesy, please let the choreographer know of the absence whenever possible.

Q: Where do I find the most up-to-date information and announcements?

A: Check your email for the most current information. The CDF website has many helpful documents and links. The Band app is used for quick updates, especially during performances.

Q: What is the difference between CGE, Carolina Power, Carolina Civic Ballet, and Carolina Rhythm?

A:

	Carolina Dance Foundation		Carolina Dance Center	
	Ballet Company	Tap Company	CGE	Power
Company Name	Carolina Civic Ballet	Carolina Rhythm	Carolina Groove Elite	Carolina Power
Payments To	CDF	CDF	CDC	CDC
Director	Lindsay Collins Shaw, Jennifer Culler Moore	Carina Goodman	Missy Blackburn	Missy Blackburn
Company Type	Ballet performance	Tap performance	Regional conventions	Local competitions
Genres Included	Ballet	Tap	All Genres	Jazz, Contemporary, Hip-Hop, Tap
Rehearsals	Weekends	Weekends	Weekly class and weekends	Weekly class

Q: Is there a discount for paying the full Fair Share fee in August?

A: Yes! Payments made in full by August 15 will receive a 5% discount.

Q: What time will my dancer rehearse each weekend?

A: The schedule each weekend will vary based on choreographer availability, studio availability, and dancer availability. The schedule for each weekend will be emailed in advance. Rehearsals may be scheduled anytime Friday afternoon/evening, Saturday, or Sunday.

Q: What are “excused” absences?

A: All CDF activities, all REQUIRED CGE or Power competitions, and school events where a grade is given. Any other extenuating circumstances require approval from the ADs.

Frequently Asked Questions Continued

Q: How do I pay each month?

A: Monthly Fair Share fees can be paid by check or credit card draft. QuickBooks will automatically send a monthly invoice at the first of the month with instructions to pay with a credit card. Checks should be made out to “Carolina Dance Foundation” and given to our Business Manager, Carina Goodman.

Q: Does CDF give scholarships?

A: Yes! Check your email for information about applying for our limited, need-based scholarships. In addition, we are adding a memorial ballet scholarship that will be merit-based and awarded by the Artistic Directors.

Checklist

This checklist can help dancers and parents stay organized and ensure they complete all necessary tasks.

Before the Season Starts

- Review the entire handbook with your dancer.
- Submit the signed contract by July 7, 2025.
- Pay the Commitment Fee by July 14, 2025.
- Add important dates to your calendar.
- Add communications@carolinadancefoundation.org to your email contact/safe list.
- Download the BAND app (if applicable).

During the Season

- Pay Fair Share Fees on time.
- Attend all required rehearsals and classes.
- Notify the scheduler of any absences in advance.
- Fulfill your volunteer hour requirements.
- Check your email and the website regularly for updates.
- Adhere to the conduct and social media policies.

Performance Time

- Ensure the dancer has proper attire and shoes for rehearsals and performances.
- Arrive on time and prepared for performances.
- Treat costumes with care.
- Follow all backstage etiquette guidelines.