

# Tolbert Yilmaz School of Dance

Recital Handbook  
May 2023



## **Table of Contents**

Important Recital Notes	2
Recitals 2023	3
Open School - Recital Shows	4
Open School - Recital Ticket Sales	9
Open School - Volunteering	10
Open School - Recital Photographs	11
Open School - Dress Rehearsals	12
Open School - Recital Weekend Procedures	13
Open School & RDT - Stage Hair & Makeup	14
Open School & RDT - Costume Guidelines	15
RDT - Recital Ticket Sales	16
RDT - Volunteering	17
RDT - Recital Photographs	18
RDT - Dress Rehearsals & Show Procedures	19
Roswell Cultural Arts Center Information	23

## **IMPORTANT RECITAL NOTES:**

- This Recital Handbook has all recital information from hair & makeup, to costumes, to tickets, and everything in between. Please read through this and hold onto it to help you through Recital Season!
- Recital Costumes are starting to be distributed! Label your dancer's costume with their name on the inside of the costume on the tag! With pictures, dress rehearsals, and recitals fast approaching, it is **very** important that you put your costume away in the closet and do not take it out or wear it until it is needed. We do not want them to be worn and get ruined or dirty before they are needed for the performance. **Costumes cannot be replaced!**
- Attendance is very important for the remainder of the year with teachers working on choreography. Of course, if your dancer is sick, they should stay home!
- The studio will be closed Monday April 3<sup>rd</sup> through Sunday April 9<sup>th</sup> for Spring Break.
- All recital information is also available online at [tysod.com/recitals](http://tysod.com/recitals). Please stay tuned to our weekly newsletters as more information becomes available.

# Recitals 2023

We are thrilled to announce our 2023 Springs Recitals will be held at the Roswell Cultural Arts Center. It is important that you read the following carefully so that you are aware of our updated recital procedures.

\*\*Please note: Open School and Roswell Dance Theatre Company recitals fall on separate weekends!

- **Roswell Dance Theatre Company** Dress Rehearsals and Shows will be Thursday, May 11- Sunday, May 14<sup>th</sup>
- **TYSOD Open School** Dress Rehearsals will be Monday, May 15<sup>th</sup> through Thursday, May 18<sup>th</sup>
  - **Note:** *Open school classes which meet on Fridays and Saturdays will rehearse (during your regular class time) at RCAC on Friday, May 12th and Saturday May 13th.*
- **TYSOD Open School** Shows will be Friday, May 19<sup>th</sup> through Sunday, May 21<sup>st</sup>.
- Each show has been carefully scheduled with classes assigned to a specific show. The performance schedule is set based on the number of students performing in each show to allow for ample tickets per family.
- **Open School families (all NON-COMPANY members):** for details relating to Open School recitals, please refer to pages 4-15.
- **RDT families:** For details relating to company recitals, please refer to pages 16-22.

# **TYSOD Open School Recital Shows**

Friday May 19<sup>th</sup> – Sunday May 21<sup>st</sup>

## **Friday, May 19 at 7pm**

RDT Opening Number – PrePro Trainee

3rd Year Ballet / Tap (Leah R.) - Monday @ 4:30pm

Intermediate Hip Hop (Pumkin B.) - Tuesday @ 7:30pm

Intermediate Hip Hop (Cassondra D.) - Monday @ 6:30pm

YAGP SOLO

Beginner Acrobatics (Lindsay S.) - Monday @ 3:30pm

YAGP SOLO

Modern I (Akeem E.) - Wednesday @ 3:30pm

4th Year Jazz (Pumkin B.) - Wednesday @ 5:30pm

YAGP SOLO

Musical Theatre I (Patricia D.) - Friday @ 3:30pm

3rd Year Ballet / Tap (Jena K.) - Wednesday @ 3:30pm

RDT Levels 1-4 Ballet Closing Number – Cast 1

## **Saturday, May 20 at 10am**

RDT Opening Number – PDP & Apprentice Jazz

2nd Year Jazz (Pumkin B.) - Thursday @ 4:30pm

2nd Year Ballet / Tap (Pam T.) - Thursday @ 6:00pm

4th Year Ballet (Jena K.) - Wednesday @ 4:30pm

4th Year Ballet (Nancy T.) - Thursday @ 3:30pm

3rd Year Jazz (Pumkin B.) - Thursday @ 5:30pm

2nd Year Ballet / Tap (Leah R.) - Wednesday @ 3:30pm

Modern II (Jenna W.) - Tuesday @ 4:30pm

YAGP SOLO

Modern II (Jenna W.) - Monday @ 4:30pm

RDT Levels 1-4 Ballet Closing Number – Cast 2

## **Saturday, May 20 at 12:30pm**

RDT Opening Number – Levels 5&6 Contemporary

Kinderdance (Mary Lynn T.) - Tuesday @ 10:30pm

YAGP SOLO

Adult Tap (Kyme H.) – Monday @ 7:30pm

YAGP SOLO

Intermediate Acrobatics (Lindsay S.) - Monday @ 4:30pm

Tumbling Tots (Lindsay S.) - Tuesday @ 9:30am

YAGP SOLO

5th Year Ballet (Jena K.) - Friday @ 3:30pm

Beginner Jazz (Pumkin B.) - Tuesday @ 3:30pm

Kinderdance (Jena K.) - Saturday @ 9:00am

Beginner Hip Hop (Pumkin B.) - Tuesday @ 5:30pm

5th / 6th Year Jazz (Pumkin B.) - Wednesday @ 6:30pm

3rd Year Jazz (Jenna W.) - Friday @ 4:30pm

RDT Levels 1-4 Ballet Closing Number – Cast 1

## **Saturday, May 20 at 3pm**

RDT Opening Number – Levels 7-10 Ballet

Kinderdance (Mary Lynn T.) - Monday @ 11:30am

YAGP SOLO

Beginner Acrobatics (Lindsay S.) - Tuesday @ 3:30pm

YAGP SOLO

3rd Year Ballet / Tap (Nancy T.) - Thursday @ 4:30pm

2nd Year Ballet / Tap (Mary Lynn T.) - Monday @ 1:30pm

Beginner Ballet II (Leah R.) - Wednesday @ 5:30pm

3rd Year Ballet / Tap (Jena K.) - Saturday @ 11:00am

Beginner Ballet (Leah R.) - Monday @ 3:30pm

YAGP SOLO

Musical Theatre II (Patricia D.) - Wednesday @ 8:00pm

RDT Levels 1-4 Ballet Closing Number – Cast 2

## **Saturday, May 20 at 5:30pm**

RDT Opening Number - Levels 7-10 Ballet  
Teen Ballet (Jena K.) - Wednesday @ 6:30pm  
Adult Hip Hop (Pumkin B.) - Thursday @ 8:00pm  
Modern I (Jenna W.) - Monday @ 3:30pm  
7th Year Ballet (Jena K.) - Friday @ 4:30pm  
Teen Jazz (Pumkin B.) - Thursday @ 7:00pm  
4th Year Ballet (Patricia D.) - Saturday @ 10:00am  
9th / 10th Year Ballet (Nancy T.) - Tuesday @ 5:30pm  
Beginner Jazz (Pumkin B.) - Wednesday @ 3:30pm  
Beginner Tap & Jazz (Patricia D.) - Saturday @ 9:00am  
RDT Levels 1-4 Ballet Closing Number – Cast 1

## **Saturday, May 20 at 8pm**

RDT Opening Number – Faculty Dance  
7th Year Ballet (Mary Lynn T.) - Monday @ 5:30pm  
YAGP SOLO  
6th Year Ballet (Mary Lynn T.) - Monday @ 4:30pm  
YAGP SOLO  
5th Year Ballet (Mary Lynn T.) - Monday @ 3:30pm  
4th Year Jazz (Pumkin B.) - Tuesday @ 6:30pm  
6th Year Ballet (Nancy T.) - Monday @ 5:30pm  
Beginner Hip Hop (Pumkin B.) - Wednesday @ 4:30pm  
7th Year Ballet (Jena K.) - Thursday @ 5:30pm  
YAGP SOLO  
6th Year Ballet (Jena K.) - Thursday @ 4:30pm  
RDT Levels 1-4 Ballet Closing Number – Cast 2

## **Sunday, May 21 at 1pm**

RDT Opening Number - PDP & Apprentice Jazz

Kinderdance (Pam T.) - Thursday @ 5:00pm

Beginner Tap (Kyme H.) - Monday @ 3:30pm

Tap, Twist & Twirl (Patricia D.) - Saturday @ 11:00am

2nd Year Jazz (Pumkin B.) - Tuesday @ 4:30pm

YAGP SOLO

Hip & Flip (Cassondra D., Lindsay S.) - Monday @ 5:30pm

YAGP SOLO

Modern I (Jenna W.) - Tuesday @ 3:30pm

5th Year Ballet (Nancy T.) - Tuesday @ 3:30pm

2nd Year Ballet / Tap (Jena K.) - Saturday @ 10:00am

Adult Hip Hop (Pumkin B.) - Thursday @ 8:00pm

RDT Levels 1-4 Ballet Closing Number – Cast 1

## **Sunday, May 21 at 4pm**

RDT Opening Number - Faculty Dance

3rd Year Ballet / Tap (Mary Lynn T.) - Tuesday @ 3:30pm

YAGP SOLO

Modern III (Akeem E.) - Wednesday @ 6:30pm

YAGP SOLO

Hip & Flip (Cassondra D., Lindsay S.) - Tuesday @ 4:30pm

YAGP SOLO

Beginner Jazz & Hip Hop (Pumkin B.) - Thursday @  
3:30pm

8th Year Ballet (Jena K.) - Wednesday @ 5:30pm

4th Year Ballet (Mary Lynn T.) - Tuesday @ 4:30pm

RDT Levels 1-4 Ballet Closing Number – Cast 2



## **Sunday, May 21 at 7pm**

RDT Opening Number - Levels 5&6 Contemporary  
2nd Year Ballet / Tap (Jena K.) - Thursday @ 3:30pm

Teen Hip Hop (Pumkin B.) - Wednesday @ 7:30pm

YAGP SOLO

Intermediate Tap (Kyme H.) - Monday @ 4:30pm

Modern I (Jenna W.) - Thursday @ 3:30pm

Teen Tap (Kyme H.) - Monday @ 6:30pm

Pre-Teen Ballet/Pointe Intermediate Level (Jena K.) -  
Thursday @ 6:30pm

RDT Levels 1-4 Ballet Closing Number – Cast 1

# Purchasing Recital Tickets

**OPEN SCHOOL TICKETS ON SALE  
TUESDAY, APRIL 25 AT NOON**

Tickets will be sold through RCAC. Go to [tysod.com/recitals](https://www.tysod.com/recitals) for more information and to purchase. Tickets are \$17 each and reserved seating.

For the first 72 hours of ticket sales, you will only be able to purchase a maximum of **6 tickets** for each of the shows in which your child performs.

On **Friday, April 28 at NOON**, any remaining tickets will be open to all, and additional tickets can be purchased.

**How to purchase tickets:**

Go to: [www.tysod.com/recitals](https://www.tysod.com/recitals)  
Follow link to RCAC ticket site

**MORE INFORMATION TO COME!**

**Remember:**

- Tickets for Recitals DO SELL OUT! It is very important that you go online when tickets go on sale to ensure you can watch your dancer perform.
- When purchasing seats, kindly do not leave empty single seats around your selection. This will provide seating for as many families as possible.
- ALL ticket sales will be done online only. Contact the RCAC Box Office (770-594-6232) for ADA seating and tickets.
- The Fire Marshall requires that each person must have their own ticket, regardless of age. No sitting in the aisle will be permitted.
- **No refunds and no exchanges on tickets.**

**Volunteering at Recitals**

Parents are needed to volunteer to help us make our recitals a success. All volunteers will be able to watch their dancers perform and will not need to purchase a ticket to the show.

You can volunteer online at [tysod.com/recitals](https://tysod.com/recitals). Signup links will go live closer to ticket sales.

We need volunteers for the following:

- Front of House to help with concessions, raffle, gift table, and flowers.
  - Front of House volunteers will be able to watch the entire show from the balcony without having to purchase a show ticket.

Parent Volunteers will not be needed in the Dressing Rooms or permitted backstage.

# **Recital Photographs at TYSOD Studio**

Monday April 17<sup>th</sup> – Thursday April 20<sup>th</sup>

All dancers will have their individual photograph taken as well as a group picture of each class.

Photographs will be taken at the Studio during your dancer's regularly scheduled class time during the week of Monday April 17<sup>th</sup> – Thursday April 20<sup>th</sup>.

- **Note:** *If your dancer is in a Friday or Saturday Class, please see insert for when their class has been rescheduled for photo week.*

Have your dancer dressed and ready (costume, hair done, heavy street makeup and lipstick) when they are dropped off for class.

- Parents will not be allowed beyond the lobby to assist dancers with costumes, hair or makeup.
- If your dancer has back-to-back classes, send their costumes (labeled), and our TYSOD staff will help them change.

## **Proofs & Purchasing**

Photo proofs will be emailed the following week and available for purchase **online only**.

# **Dress Rehearsals**

Roswell Cultural Arts Center

Monday May 15<sup>th</sup> – Thursday May 18<sup>th</sup>

- Dress Rehearsals will take place during your dancer's regularly scheduled class day and time.
  - **Note:** *Open school classes which meet on Fridays and Saturdays will rehearse (during your regular class time) at RCAC on Friday, May 12<sup>th</sup> and Saturday May 13<sup>th</sup>.*

Dancers are to arrive at the Roswell Cultural Arts Center (**950 Forrest St, Roswell 30075**) dressed in their costume with hair and makeup done.

Parents are welcome to watch rehearsal in the auditorium. Please use this time to take photographs and video, as you will not be permitted to during the performance.

- **NO Flash Photography**

## **Open School Dress Rehearsals**

- If your dancer has back-to-back classes, it is your responsibility as the parent to be prepared to assist them with their costume changes in between classes in the dressing rooms.
  - Female parents/guardians only in the dressing rooms
- During Dress Rehearsals, please ask a TYSOD Faculty or Staff Member for directions to our quick change Dressing Rooms. Changing is only permitted in the dressing rooms, **not** in the lobby restrooms.

**No Open School or silks classes will be held at TYSOD during Dress Rehearsal Week and Recital Weekend (Monday May 15<sup>th</sup> – Sunday May 21<sup>st</sup>).**

## **Recital Weekend & Show Procedures**

- Recital Shows take place at the Roswell Cultural Arts Center (**950 Forrest St, Roswell 30075**).
- Open School Dancers are to arrive 1 hour before their scheduled show time dressed in their costume with hair and makeup done.
- Doors for seating will open 30 minutes before the show. Concessions, Flowers and Raffle Items will be available in the lobby prior to showtime.
- If a dancer has multiple dances in one show, it is the responsibility of the parent to meet them in the dressing room and get them changed if they need assistance.
  - Only one female parent/guardian allowed in dressing room; NO SIBLINGS.
- Due to safety concerns, and in consideration of others, all dancers and parents are asked to stay until the conclusion of each show. All dancers will be escorted to the lobby at the end of the show to be dismissed by TYSOD Faculty & Staff. TYSOD Open School shows will be approximately 1 hour (no intermission).
- All shows will be professionally recorded and available to stream/download from SaturnBlu Productions. More information will be available on our Recitals Page on [tysod.com](http://tysod.com).
- **Photography, video, or cell phone recording is STRICTLY PROHIBITED during recital shows.**
- **No open school or silks classes will be held at TYSOD during Recital Weekend Friday May 19<sup>th</sup> through Sunday May 21<sup>st</sup>.**

# Stage Hair & Makeup Instruction

## **Instructional Video!**

We have a full video detailing stage hair and makeup on our studio YouTube Page! If your dancer is new to the stage, or you need a refresher course, please watch! You can find it at [tysod.com/recitals](https://www.tysod.com/recitals) or by searching Tolbert Yilmaz School of Dance on YouTube.

## **Makeup:**

- Foundation
- Earth tone colored eye shadow
- Mascara
- Eyebrow pencil
- Blush
- Red Lipstick (We suggest Revlon Colorstay Satin Ink, shades 018, 019 or 020)

## **Hair:**

- ALL bangs must be slicked back
- Hair gel
- Bobbie pins & Hairpins
- Hair Donuts for short hair
- Invisible hair nets (required for buns)

\*To find your class's specific hairstyle, go to [tysod.com/recitals](https://www.tysod.com/recitals) and select "Costume Guidelines".  
Coming soon!

## **Other:**

- No jewelry
- No nail polish or fake nails (fingernails or toenails)

# **Costume Guidelines**

A full list of costume requirements by class will be listed online in the upcoming weeks. This list is broken down by class detailing which tights, shoes, and hairstyle will be needed for your dancer's class.

Costume guidelines are different for every class, so be sure to check for your class's specific requirements online at [tysod.com/recitals](http://tysod.com/recitals).

## **Other Costume Info:**

- No eating in costumes
- Wear clean, new tights (no holes or runs)
- Wear clean dance shoes (correct style & color, no holes)
- No underwear underneath tights
- Write your dancer's name in sharpie INSIDE of their shoes (not on the soles)

## **Alterations**

If your costume needs alterations, our Assistant Costume Mistress, Mary Maloy, will be available to make alterations for you at no charge.

Alterations/fittings will take place at the dance studio during the following times.

- Tuesday, March 21st 4:30 – 6:00pm
- Thursday, March 23rd 4:30 – 6:00pm

These are the only times Mrs. Maloy will be available for free alterations. Check in with the Front Desk upon arrival.



# **Roswell Dance Theatre Recitals Info**

## **RDT Recital Tickets**

**RDT Tickets** will go on sale  
Tuesday, April 18th at Noon

Tickets will be sold through RCAC. Go to [tysod.com/recitals](https://www.tysod.com/recitals) for more information and to purchase. Tickets are \$17 each and reserved seating.

### **How to purchase tickets:**

- Go to: [www.tysod.com/recitals](https://www.tysod.com/recitals)
- Follow link to RCAC ticket site

**MORE INFORMATION TO COME!**

**Remember:**

- Tickets for Recitals DO SELL OUT! It is very important that you go online when tickets go on sale to ensure you can watch your dancer perform.
- When purchasing seats, kindly do not leave empty single seats around your selection. This will provide seating for as many families as possible.
- ALL ticket sales will be done online only. Contact the RCAC Box Office (770-594-6232) for ADA seating and tickets.
- The Fire Marshall requires that each person must have their own ticket, regardless of age. No sitting in the aisle will be permitted.
- **No refunds and no exchanges on tickets.**

## **RDT Parents Volunteering at Recitals**

Parents are needed to volunteer to help us make our recitals a success. All volunteers will be able to watch their dancers perform and will not need to purchase a ticket to the show.

You can volunteer online at [tysod.com/recitals](https://tysod.com/recitals). Signup links will go live closer to ticket sales.

We need volunteers for the following:

- Front of House to help with concessions, raffle, gift table, and flowers.
  - Front of House volunteers will be able to watch the entire show from the balcony without having to purchase a show ticket.

Parent Volunteers will not be needed in the Dressing Rooms or permitted backstage.

# **RDT Recital Photographs at TYSOD**

Monday April 17<sup>th</sup> – Thursday April 20<sup>th</sup>

All dancers will have their individual photograph taken as well as a group picture of each class.

Have your dancer dressed and ready (costume, hair done, heavy street makeup and lipstick) for their scheduled photo time.

- Parents will not be allowed beyond the lobby to assist dancers with costumes, hair or makeup.

## **RDT Photo Schedule**

- **PDP & Apprentice:** Monday, April 17<sup>th</sup> 6:30 – 8:00
- **Levels 1 – 4:** Thursday, April 20<sup>th</sup> 6:30 – 8:00
- **Levels 5 & 6:** Tuesday, April 18<sup>th</sup> 6:30 – 8:00
- **Levels 7 – 11:** Wednesday, April 19<sup>th</sup> 6:30 – 8:00
- **Levels 12 – 14:** Tuesday, April 18<sup>th</sup> 6:30 – 8:00
- **MoCo Junior, MoCo Senior, MoCo Principal, and PrePro Trainees** will take pictures during their regular class day/time.

## **Proofs & Purchasing**

Photo proofs will be emailed the following week and available for purchase **online only**.

## **RDT Dress Rehearsals & Shows**

Thursday May 11<sup>th</sup>- Sunday May 14<sup>th</sup>

**Please Note: Roswell Dance Theatre Company Dress Rehearsals will be held the same weekend as Shows. Dress Rehearsal Dates/Times are also listed below.**

- Show 1 - Saturday, May 13, 7 p.m.
  - Call Time is 5:30 p.m.
  - Dress Rehearsal – Friday, May 12 from 5:30-9 | Call Time is 5 p.m.
  
- Show 2 - Sunday, May 14, 1 p.m.
  - Call Time is 11:30 a.m.
  - Dress Rehearsal – Thursday, May 11 from 5:30-9 | Call Time is 5 p.m.
  
- For Dress Rehearsal: arrive at call time with all costumes and hair & makeup done.
- For Recital Shows: arrive at call time with all costumes and hair & makeup done.
- Levels 1-4 and other select company pieces will perform opening numbers. Please refer to Open School schedule on p. 4-8.
- Teacher Assistants will need to attend Open School Dress Rehearsals and Recitals for each Open School class they assist.

**Saturday May 13th at 7pm**

Martha RDA Understudies

Akeem RDA Understudies

YAGP Solo - Jayden Zayas Classical or Contemporary

5 & 6 Ballet - MLT

7-10 Ballet - RG

PDP Modern - Jenna

1 & 2 Jazz - Gia

5 & 6 Contemporary - KTN

RDT Musical Theater - Gia

PDP Ballet - Robbie

YAGP Solo - Kathleen Jordan Classical

Ella RDA Understudies

INTERMISSION

Jeanne RDA Understudies

Brooke Barnes Solo

7-10 Modern - Akeem

1 & 2 Contemporary - Jenna

5 & 6 Jazz - Jenna

MoCo Principal - Gia

PDP & Apprentice Jazz - KTN

YAGP Solo - Hannah Mary Contemporary

7-10 Contemporary - KTN

1-4 Ballet - NTY Cast 1

Kassandra RDA Understudies

**Show 2 Sunday May 14th at 1pm**

Martha RDA Main Cast

Akeem RDA Main Cast

Apprentice Ballet - Claire

3 & 4 Jazz - Gia

11-14 Modern - Akeem

MoCo Junior - Jenna

PrePro Trainees - TB

YAGP Solo - Audrey Lie Contemporary

YAGP Solo - Georgia Marko Classical

YAGP Solo - Kathryn Hensley Classical

1-4 Ballet - NTY Cast 2

Kassandra RDA Main Cast

INTERMISSION

Jeanne RDA Main Cast

Brooke Barnes Solo

Apprentice Contemporary - Jenna

11-14 Contemporary - KTN

Senior & Scholarship Announcements

MoCo Senior - Akeem

Ella RDA Main Cast

3 & 4 Contemporary - Jenna

PDP & Apprentice Jazz - KTN

11-14 Ballet - Robbie

\*If seating/ticketing permits, dancers in levels 7-10 will be invited to attend this show at no charge.

## **RDT Recital Show Procedures**

- No RDT classes will be held at TYSOD Thursday May 11<sup>th</sup> through Sunday May 14<sup>th</sup>.
- Dancers are to arrive at call time with all costumes and hair & makeup done.
- Shows take place at the Roswell Cultural Arts Center (**950 Forrest St, Roswell 30075**).
- Doors for seating will open 30 minutes before the show. Concessions, Flowers and Raffle Items will be available in the lobby prior to showtime.
- Due to safety concerns, and in consideration of others, all dancers and parents are asked to stay until the conclusion of each show. All dancers will be dismissed at the end of the show by TYSOD Faculty & Staff. RDT Company shows will be approximately 2 hours (with a 15-minute intermission).
- All shows will be professionally recorded and available to stream/download from SaturnBlu Productions. More information will be available on our Recitals Page on [tysod.com](http://tysod.com).
- **Photography, video, or cell phone recording is STRICTLY PROHIBITED during recital shows.**

# **Roswell Cultural Arts Center Information**

## **Theatre Location and Address**

All Dress Rehearsals and Shows will be held at the Roswell Cultural Arts Center located at **950 Forrest St, Roswell 30075**.

## **Parking Info**

- Plan to have extra time to park and walk in, as parking is limited.
- No parking at the Roswell Library or in any fire zones.

## **RCAC Policies**

- Limited access to the facility - only performers, ticketed patrons and TYSOD staff will be allowed inside.

## **Questions?**

Check out our Recital Information page on our website ([tysod.com/recitals](http://tysod.com/recitals)) & always read our Monday morning eblasts for updates and current studio news.

You can also email us at [frontdesk@tysod.com](mailto:frontdesk@tysod.com) or call 770-998-0259.



**Use the camera on your phone to scan this QR code and stay up to date with all things Recitals!**