

MADDOX DANCE STUDIO



THE NORTH COAST DANCE CENTER

PARENT-STUDENT HANDBOOK

25/26

Maddox Dance Studio, our 75th season, begins with gratefulness and happiness to share our love of dance, and love of our students after difficult years of Covid and all of the adjustments to carry on our classes, Young Choreographers/Tap Festival, Nutcracker & Recital!

Our program, for the youngest beginner to advanced dancers, provides a nurturing environment of learning solid technique that takes our student from classroom to the stage and beyond. Learning the discipline of dance provides building blocks necessary to benefit the dance student not only in dance but academics and sports as well.

Continue to bring a water bottle, and only a snack bar if needed.

Please feel free to give any input you wish.

Thank you very much.

**Jeanne Maddox Peterson
Maddox Dance Studio
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Warrenton, OR 97146
maddoxdancers@gmail.com
503-861-1971**

This, as always, is SUBJECT TO CHANGE as warranted. THANK YOU!



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Studio Calendar 2025-26

August 1 st -2 nd	LBT- North Coast Dance Intensive
August 14 th -16 th	Registration-Order supplies
August 21 st -23 rd	Registration-Order supplies
September 2 nd	CLASSES BEGIN 2025
September 20 th	NUTCRACKER AUDITIONS
November 17 th	Recital Costume Fee due
November 26 th -30 th	Thanksgiving Break
December 6 th -7 th	NUTCRACKER PERFORMANCES
December 19 th -Jan. 4 th	Closed for Christmas Holidays
January 5 th	Studio re-opens
January 16 th -18 th	New York City Dance Alliance
February 2 nd	Recital Fee due
March 23 rd -29 th	Spring Break
March 30 th	Classes Resume
April 11 th	Little Ballet Theatre Grant Auditions
	Young Choreographer Adjudications
May 2 nd	Young Choreographers/Tap Showcase
May 16 th	Studio Picture Day
June 13 th	Dance Recitals
July TBD	Summer Sessions Begin
July/Aug TBA	North Coast Dance Camp
August 1 st	Fall Classes Registration/Supplies
Sept. 8 th	Fall Classes Begin 2026

We reserve the right to change/add/delete dates, pending any circumstance
In regard to any necessary postponement of in-person classes, we reserve the right to
transfer our classes and procedures to a Virtual Format .

Maddox Dance Studio
"The North Coast Dance Center"
Established in 1949 by Jeanne Maddox Peterson

Welcome to the Maddox Dance Studio, School of Dance Arts, and The North Coast Dance Center. My faculty and I extend a warm welcome to you and your families into our wonderful world of dance where we endeavor to offer you the highest quality in dance education!

Personal attention and analysis of a student's abilities, progress and achievement are all important factors in the successful training of a dancer. Dance training develops self-esteem, listening skills, discipline, physical fitness, musicality, responsibility, respect and many more qualities that last a lifetime.

The schedules reflect class placement to begin the year, but as a student continues, he/she will be evaluated for placement in different groupings throughout the year as not all Students advance together as a class, just as in any other form of group instruction.

REGULAR attendance ensures progress. My faculty and I are very serious about our art. Our classes are planned with progressions on every level. When a student misses those introductions to a new step or misses the "adding on" to a combination, it is detrimental to the students over all progress. Regular attendance is part of the discipline of dance!

Dancers involved in activities that take them away from class will be placed in groupings from the time they return to class-missed choreography cannot be repeated. The dancer will be placed according to their attendance.

Dancers selected for Little Ballet Theatre have reached the technique level necessary to perform the company repertoire. All students are encouraged to study several times a week with a focus on one category or a mix of styles. There are five levels of Little Ballet Theatre: Pre-Aspirant, Aspirant, Apprentice, Junior, and Senior

Remember, a dancer is only as accomplished as his or her ballet discipline. It is central to the philosophy of our school to encourage each student to give forth the very best effort of which he or she is capable. The teachers are dedicated to this purpose and spend many hours outside the classroom developing lesson plans and seeking additional resources to help meet our students' needs.

"If you can think, feel, move... you can dance"

THE HOME OF LITTLE BALLET THEATRE INC. 501 (c) (3) non-profit foundation

Maddox Dance Studio teaches a lifetime of poise and grace, an appreciation of the Arts, and respect of the history of dance, and respect for each other.

FACULTY

JEANNE MADDOX PETERSON

Director of Maddox Dance Studio; Artistic Director of Little Ballet Theatre; Coach of the Year 2001 1A, 2A and 3A Oregon High schools; Producer of the Miss Oregon Pageant for 32 years; Producer of Miss California Pageant for 8 years; Director of Miss America Pageant for five years; Ballet Faculty member Clatsop Community College for 23 years; Coached the Astoria High School Dance Team. Member Dance Masters of America, Dance Educators of America, and American Academy of Ballet. Professional performing career includes Donn Arden Dancers appearing at Moulin Rouge in Hollywood, Dorothy Dorben Dancers appearing in San Francisco, Noel Sherman Dancers appearing in Montreal and New York City. One of 35 teachers accepted to the International Ballet Seminar in Vail, she studied at Royal Academy of Dance Teachers Seminar, Royal Academy Training in Banff, Alberta, Canada. Attended American Academy of Ballet Teachers Seminar 2001. Mrs. Peterson has taught for national dance organizations in Houston, Biloxi, San Francisco, Los Angeles, Portland, San Jose, Shreveport, and Denver and is past president of National Association of Dance Teachers, Portland Chapter. She has judged the National Dance championships and for the Miss America system. She has received the 2010 Lifetime Achievement Award presented by the Dance & Drill Coaches Association of Oregon, and an Honoree of the 2010 Astoria Music Festival, named an awardee of the Lady Liberty Award by the Board of Directors of the Liberty Theater in 2016.

EMILY GILBERTSON MADSEN

Emily started her training at the age of 6 through 17 at Maddox Dance Studio. She was a member of Little Ballet Theatre for 10 years, dancing the role of Clara for 3 years in Nutcracker. After graduating from Seaside High School, in 2005 she graduated with honors from Western Oregon University with a degree in dance. She performed with Rainbow Dance Theater, touring the West Coast and Mexico City. She has taught at Alsea High School and also at Western Oregon University. Miss Emily was a member of the Krayon Kids Musical Theater in Portland, performing original productions with a select group of performers from throughout Portland. She was a guest artist performer and teacher for Alsea's International Day and taught hip hop and creative dance at the Art Centre. Miss Emily has taught all genres of dance at Maddox since 2005. She currently teaches ballet, jazz, modern hip-hop, and creative movement. She has attended the Dance Educators of America, Dance Masters of America, and New York City Dance Alliance seminars. Her outstanding choreography for her students brought awards in performance from the New York City Dance Alliance! She is the head coach of the award winning Astoria High School Dance Team, where her teams place high in all competitions, and have the honor of being Oregon State Champions in Hip-Hop dance style two years in a row!

CARLETA LEWIS-ALLEN

Carleta has danced at Maddox Dance Studio since the age of four. As she advanced, she was placed in the Little Ballet Theatre company and danced in the Nutcracker for 12 years. In 2005, she danced the title role of Cinderella; in the LBT production. While attending Knappa schools, she and her mother, Dana, created the Knappa school dance team, with 60 members. She transferred to Astoria High School her senior year and was on the Astoria High School Dance team "Pizazz". Not only does she love to dance, but she is also an accomplished actress, appearing in many productions as an actress/singer/dancer, and choreographer for the Astor Street Opry company. She also has directed several ASOC productions. She choreographed and staged the North Coast Corales production of Joseph and the Amazing Technicolor Dreamcoat. Through the years, she has helped stage the LBT production of Wizard of Oz, Cinderella and Mary Poppins and has also been involved with

choreographing for the Nutcracker since 2012. She joined our staff to teach ballet, jazz, musical theater and tap. Carleta is a graduate of the Prestigious American Musical and Dramatic Academy in Hollywood, where she also taught lyrical dance at the International Dance Academy. She has attended Dance Masters of America and New York City Dance Alliance seminars. In 2025, she took a competition tap group to NYCDA, which won Platinum in the junior tap category. Her innovative Musical Theatre classes earn many accolades for her technically trained students.

MICHELLE KISCHNER ROGERS

Michelle started her dance classes at age 5 at Maddox Dance Studio, studying a full curriculum of ballet, tap, jazz and musical theatre. She was a member of Little Ballet Theatre, dancing many roles in the Nutcracker, and helped choreograph variations when she was in high school. She graduated from Ilwaco, Washington High School, and attended Chapman University in California. She trained under a dance Kinesiologist and earned her degree in Kinesiology with emphasis in Exercise Physiology. She graduated in 2004 from Pacific University with a Doctorate in Physical Therapy. While in PT school she taught ballet, tap, jazz, and dance conditioning at the Laurel Valley School of Dance Arts. She is a certified Progressing Ballet Technique instructor. She is currently training in the Acro-Dance Teachers Association, based in Toronto and holds a certification with them as well. Her acro-dance classes are focused on the artistic movement of dance and the athleticism of acrobatics. Finally, Michelle is the liaison and supervisor for pointe shoe fittings with Josephine Lee. In the summer of 2025, she will be getting another certification with the Acro-Dance Teachers Association in Canada.

DAPHNE MADSEN

Daphne Madsen will be a Junior at Astoria High School this upcoming 2025-2026 school year. She has grown up in Maddox Dance Studio, starting with her first class under the instruction of her mom, Miss Emily, in a parent toddler class, and has taken advantage of every class in every style that she could get her hands on since. Growing up with a mom for a teacher she has had many opportunities to assist in not only her mom's classes, but also alongside Miss Michelle receiving additional training and certification to assist with her acro classes. Daphne has been a member of Little Ballet Theatre for several years and participated in many LBT hosted events including Young Choreographers & Tapfest, Nutcracker, she has danced the role of Clara twice, and NYCDA. She has been on the AHS State Championship Hip Hop dance team, Pizazz, for the last two years in a row. She was a member of the Maddox Tap Class that competed and received Platinum at NYCDA in 2025. Daphne comes to life when she dances, and she is thrilled for this opportunity to teach and inspire younger dancers who share her passion and become a part of their dance journey.

LESLEE FARROW

Leslee stepped in as our receptionist in August of 2023. She welcomes students and parents into the studio, answers questions and is always ready to help the dancers and parents whenever possible. She served for 3 years on the Little Ballet Theatre Board and was the Secretary for 2 of those years. She has worked as a secretary at Warrenton Grade School for over 10 years and has been with Maddox Dance Studio both as a dancer, and as a mom of dancers for many years. Miss Leslee's 2 oldest children currently attend OSU and Western Oregon University, and her youngest is a junior at Astoria High School.

CURRICULUM

Class lengths range from 30-45-60 minutes depending on the level and genre.

CREATIVE MOVEMENT/PRE-BALLET (ages 2 1/2-3; 4-5)

Provides an excellent foundation for pre-ballet by encouraging good listening habits and coordination skills. Some concepts taught are stretching the foot, balancing, jumping, leg and arm coordination, and moving across the floor.

TOT COMBO (Ages 4-5)

An introductory tap and ballet class for ages 4 and 5. Requires black tap shoes and pink ballet slippers. Limited enrollment. One season of creative movement is helpful preparation for this class.

BALLET

Ballet classes are carefully graded as each student learns the syllabus. Students are always placed in class according to physical development, stamina, and self-discipline. Classes progress to Pointe work, variations, and pas de deux, and potential membership in Little Ballet Theatre. The American Academy of Ballet, Cecchetti and Vaganova syllabuses influence the syllabus.

JAZZ

Beginning to advanced jazz classes for all ages from 7 and up. Technique is taught by a graded system to ensure progression. Styles are varied, Broadway, Contemporary and Las Vegas. The faculty makes placements for these classes. Ballet experience is a plus.

TAP

Using a graded syllabus of instruction at the barre and center progressing from beginner to advanced. Ballet training is an integral partner. Rhythm, Free-style, and Vaudeville styles are taught. Qualified students appear in the Annual Tap Festival. Musicality and phrasing and strong benefit from tap dance training.

HIP-HOP

Hip Hop is a fast-high-energy class in which dancers will learn to move to upbeat contemporary music. Hip Hop students focus on balance, coordination, and learning to isolate parts of the body in a new way. Hip Hop is also great exercise, increases coordination and is lots of fun!

CONTEMPORARY-LYRICAL (Ages 8-teen w/ teacher approval)

A form of theatrical dancing that can be traced as beginning in the 1900's. It uses ballet technique, use of fall recovery, contraction, release, locomotor movements, movements that convey a message or tell a story, use of irregular meter, music, sounds, electronic music and contemporary music, use of multimedia and poetry. The dancer used bare feet or sandals. Most professional ballet dancers are trained in this form. Today choreographers combine ballet with contemporary/lyrical technique for many of their works. Placement is upon approval of the director. A firm ballet foundation is the requisite. Better suited to the intermediate and advanced level dancer.

MUSICAL THEATER (Ages 8-teen w/ teacher approval)

Each class will focus on the style of dance used in theatrical staging, acting basics, and "character acting" through dance. Dancers will learn pieces of several "mini-musicals" centering on show tunes from America's best-loved musicals, including "Cats," West Side Story," and "Oliver." Dancers will also learn theater terminology as well as the history of Broadway and musical theater in America. Dancers in these classes also need training in Ballet and Jazz. Placement is upon approval of the director.

ACROBATICS- (ACRO-DANCE PROGRAM) (Ages 8-teen w/ teacher approval)

Acrobatics is the dance form of tumbling, with balancing, and flexibility, such as in the acts of Cirque

de Soleil. Training teaches flexibility, balance, strength, muscle control, discipline, and concentration. In acrobatic dance, you add elements of dance from ballet, jazz, hip-hop and even tap! The acrobatic class enrollment is limited and will only be accessible by audition. Staging an Acro-dance routine envelopes all of the technique of dance as well as acrobatics. Focus is placed on good body conditioning to prepare and review all of the necessary foundations, that leads to a safe, healthy form of athleticism.

ADULT PROGRAM

Classes in Ballet, Tap- these adult classes are designed for the Absolute Beginner Adult who has “always wanted to dance” and for former dancers that want to get back into class.

PLEASE keep a copy of this Handbook, on your computer, and/or/print for your review when needed. This will serve as your personal copy, there will be a few copies at the studio for quick reference. Thanks for your cooperation!

GENERAL INFORMATION & STUDIO POLICIES

Please be sure we have all of your information on file, any updates must come to our attention.

CLASS LEVELS & PLACEMENTS:

Students are placed based upon skill levels, coordination, musicality, concentration, and maturity in accepting and understanding corrections. It is important to understand that dance levels are not the same as grade levels in school, and that dance students sometimes take several years to move to a new level. Students are always observed by their teachers to determine level changes if warranted. Dedicated attendance is a must.

PERFORMANCES, CONVENTIONS, & OTHER OPPORTUNITIES:

Students have opportunities to study in master classes, attend a convention, and participate in community shows. We encourage students to take advantage of these opportunities. Information including schedules and costs will be provided in advance.

PAYMENT TERMS & TUITION:

10-month season September-June

We reserve the right to transfer classes to Virtual if the need arises.

- The enrollment fee is \$60.00 per family.
- Enrollment fee, tuition, recital fees, costume fees, dancewear fees are not refundable, non-transferable, no credits.
- Tuition is due by the 10th of each month or a late fee of \$15.00 is added.
- Make-up classes may be taken in an alternate class of the same level or lower level in which the student is enrolled.
- Weather cancellations: are announced on KAST-1370 AM; on FACEBOOK and E-Mail classes cancelled may be made up by another class or extension of time in the assigned class.
- No refunds, credits will be granted for lessons missed or dropped
- Tuition always remains the same whether the month is a “long” month or a “short” month. No exceptions will be made. You may pay by check, exact cash, Visa, or Master Card.

- Please send all payments in an envelope well identified, you will receive a receipt as requested.
- **The Office hours are Monday & Wednesday from 4:00pm to 7:00pm. Tuesday from 4:00pm-5:15pm and Thursday from 3:45pm-5:45pm.**

Tuition: Monthly flat rates

1 st class per week	\$57.00
2 nd class additional	\$53.00
3 rd class additional	\$51.00
4 th class additional	\$49.00
All other additional	\$48.00

For additional students from the same family

1 st class per week	\$57.00
2 nd class additional	\$52.00
3 rd class additional	\$50.00
4 th class additional	\$48.00
All other additional	\$48.00
Drop-in class	\$15.00

RECITAL FEE:

\$65.00 per family- includes 2 tickets per family to the first performance a student is in and 2 tickets to each additional performance a student is in. The recital fee off-sets the rental of the auditorium, the lighting, sound rentals, the printing of tickets/programs, etc. Every family is obligated to pay the recital fee and have all class fees paid before the recitals. An admission charge of \$10.00 per person for additional tickets will be made for recitals.

RECITAL COSTUMES:

Due to the circumstances surrounding tariffs on goods from Asia, the makers of all costume fabric and trims, we cannot plan at this time on the cost/availability of costumes as we know them, We will keep families apprised of the situation as we get further information. It could be a possibility of having an all Leotard/accessory show!

PRIVATE LESSONS/COACHING:

\$50.00 per hour. Payment IS required before class. A 24-hour notice is required for cancellation or lesson fee will be charged. Private lessons are for special coaching only- no comparison to the many benefits of a class setting.

INSURANCE:

Students/responsible party must carry their own insurance and understand that any injuries which may occur are the sole responsibility of the student/responsible party.

DRESS CODE:

Recommended dance wear must be purchased through the studio. Every student must have the required clothing items and have a dance bag. This is strictly enforced. Students will be asked to sit out of class if the dress code is repeatedly abused.

Please label all dance shoes and clothes with the dancer's name and phone number! DO NOT wear dance shoes outside. Clean dancewear is a must, launder it daily, have several leotards to interchange, while one is being laundered. Hair Must be in a BUN for ballet or PONYTAIL for all other classes. Costs of dancewear/shoes is in high consideration. It is important that the students match.

A NOTE ON SHOES:

We will supervise all shoe fittings. We order Revolution Brand shoes. Ballet slippers must fit well—not too wide, not too long. The shoe needs to fit the foot like a glove with “1/2 inch to pinch” at the heel when the foot is pointed. Pointe shoes (toe shoes) are strictly reserved for those dancers who are totally ready, physically, technically, and mentally for this big advancement. A young student's bones are soft and malleable before age 10 and long-lasting damage to the legs and back can be done

if a student is placed on pointe too soon. In some instances, even older students are not ready because of body alignment and technique problems. Going on pointe is a very serious matter and commitment.

ADULT DRESS CODE: Our dress code for adults taking ballet, or tap, is to wear any “exercise” type clothing in which you feel comfortable. The correct shoe for each discipline is a must!

Approved Studio Dancewear Revolution Brand

CLASS	LEOTARD	TIGHTS	LEGGINGS	SKIRT	SHOES
Creative Movement	Black	Prima pink	N/A	Sheer	Pink Ballet
Tot Combo	Black	Prima Pink	N/A	Sheer	Pink Ballet & Black Tap Velcro closing
ACRO	Black	N/A	N/A	N/A	barefoot
Ballet Level 1-8	Black	Prima Pink	N/A	Sheer	Pink Ballet
Contemporary	Black	Tan	N/A	N/A	Teacher Recommendation*
Beginning Tap	Black	Tan	Leggings Black	N/A	Black, Velcro closing
Inter/Jr/Sr Tap	Black	Tan	Leggings black	N/A	Black Oxford or teacher's preference
Beginning Jazz	Black	Tan	Leggings Black	N/A	Tan Jazz
Inter/Adv Jazz	Black	Tan	Leggings Black	N/A	Tan Jazz
Musical Theater	Black	Tan	Leggings Black	N/A	Teacher Recommendation*
Hip Hop	Black	Tan	Leggings Black	N/A	Black Hip-Hop Sneaker (not to be worn outside)
Adv. Hip Hop	Black	Tan	Leggings Black	N/A	Teacher Recommendation*
Boys	White T-Shirt	Black Socks	Black Pants or Shorts	N/A	Black Ballet, Tap, Jazz, or Hip Hop

DRESS FOR SUCCESS! The uniformity is also important to the decorum of the student.

What our dancers wear to class is a direct reflection on the focus, and discipline of the art of dance. We are very happy to offer Revolution Dancewear and will ensure the proper fit for shoes and leotards. We offer the following items: Prices will be adjusted according to the current tariff situation. We reserve the right to adjust as dictated by our suppliers. The prices shown are subject to change.

Dancewear	Children	Adult
Ballet Shoes	\$30.00	\$34.00
Tap Shoes	\$34.00	\$38.00
Jazz Shoes	\$38.00	\$42.00
Hip-Hop Shoes	\$46.00	\$49.00
Easy On Tap shoes	\$30.00	\$37.00
Skirted leotard	\$30.00	N/A
Criss Cross Leo	\$28.00 (T-S-M size)	32.00
Nude Leotard	\$18.00	\$18.00
Dance Leggings	\$26.00	\$30.00
Dance Shorts	\$18.00	\$19.00
Leotards	\$28.00	\$30.00
Full Footed Tights	\$12.00	\$14.00
Convertible Tights	\$14.00	\$15.00

***Prices subject to change*

STUDIO PROTOCOL

LATE TO CLASS

Students who are late will wait in the lobby until the teacher sees you. Please do your utmost to arrive on time, so the class is undisturbed. We realize there can be a Bridge lifting, or traffic issues, beyond your control.

PARKING PROTOCOL

Please enter the parking lot CORRECTLY, following the arrows. Do not let children run through the parking lot unattended or run on the handicap ramp. Limited off-street parking is available. Do not block the driveway. Do NOT back into parking spaces. Observe compact car signs, please. Special care needs to be taken with the students coming from different classrooms.

LOST & FOUND

Make sure the student has all belongings clearly labeled. Lost items can only be held for two weeks, due to the space allowed in our lobby, The upstairs space is closed until further notice.

NEWSLETTERS, NOTICES, & MESSAGES

Important monthly newsletters, notices, schedules, and other events/activities are always posted on the office window. It is the responsibility of the students and parents to check for updates on a

regular basis. Refer to our website for complete information. Please update your contact information with the office when you change email addresses or phone numbers.

We communicate with email, please check your email daily.

STUDENT ETIQUETTE:

Please be well versed in the policies stated in the Protocol letter. Waiver signed and on file. The Upstairs AREA is reserved for the members of Little Ballet Theatre, for homework and preparing for class/rehearsals. All other students remain in the observation room, quietly while waiting please.

- Arrive dressed for class, with a water bottle and proper shoes.
- Always dress in dress code attire. No tee shirts/spandex leggings
- No food in the building, water bottles only.
- We will need the Enrollment form/studio Waiver signed, Protocol understood, Private Fitting agenda understood, Digital Handbook understood and kept on hand for reference.
- Be sure we have your correct address, bank card, e-mail, and phone, report any changes!

Thank you for your excellent cooperation and support!

PARENT PRIORITY OBSERVATION:

- Continuing to reduce the OBSERVATION ROOM viewers will help keep all safe.
- EVERYONE must wear a mask inside the building if needed.
- ADULT OBSERVORS ONLY preferred, no more than 12 people at a time.
- Please do not bring FOOD OR DRINKS of any kind.
- Quiet voices please.
- There will be students waiting for class in the same space.
- ALL SUBJECT TO CHANGE

Thanks so much!