



S T U D I O

**2023-2024**

**PARENT & STUDENT HANDBOOK**

**Table of Contents**

Studio Policy Overview	2
What Do I Need for Class?	4
Class Observation	4
Shoes & What to Wear in Class	5
Costume and Uniform Information	5
Parade and Performance Information	6
Recital Information	7
New Students & Beginners	7
What You Need For Recital	7
Sterling Silver Studio's Sr. Parade Corps	8
How Does My Child Advance?	8
Jump Start Program	8
Twirling and Dance Level Testing	8
Company 91 (Co91) Teams	9
Event Schedule	9
What Is the P.A.S.S. Foundation?	10
Helpful Tips	11
Updates & Notifications - Facebook Group	11
Important Contact Information	12

715-394-4660

[www.SterlingSilverStudio.com](http://www.SterlingSilverStudio.com)

# Sterling Silver Studio's 2023-2024 Policies and Procedures

## **Registration:**

A non-refundable fee of \$25 per student or \$50 per family is required yearly at time of registration.

## **Student Tuition Schedule:**

Tuition is based on an annual seasonal rate which is payable in full at the time of registration or in 8 equal monthly installments. Included in each student's tuition: Complimentary Holidazzle performance; optional participation in the "Dancing With My Guy" rehearsals and performance, spring 2024; optional participation in community performances and events, extra rehearsals scheduled by teachers and participation in various performances throughout the year. Sterling Silver Studio offers numerous opportunities for performing, optional complimentary classes and other interactive learning experiences; therefore, tuition is not based on the number of weeks or classes provided in a one-month period. Sterling Silver Studio does not charge more for "long months" or less for "short months." Costumes and transportation are not included in a student's tuition. The 2023-2024 season runs September through April with recital on Saturday, April 27 and Sunday, April 28, 2024 at Wessman Arena. Rehearsals are April 24, 25, and 26, 2024.

## **Tuition Payment Options:**

- ★ Tuition can be paid in full for the entire season (September 2023-April 2024). All full season tuition payments will receive a 10 percent discount.
- ★ Tuition can be paid in 8 equal monthly installments by means of a secure monthly auto-pay system with a credit card, checking account, savings account, or a pre-paid visa card. Tuition will be debited from your bank account or credit card on the 1<sup>st</sup> day of each month. All accounts more than 60 days past due will be turned over to an outside agency for collections.

## **NSF Payments:**

A \$35 NSF fee will be charged for all returned checks. All accounts more than 60 days past due will be turned over to an outside agency for collections.

## **Withdrawal and Refunds:**

One-month notice from the first of the month is required to discontinue any classes. Withdrawal must be done in person and will not be accepted over the phone or email. Withdrawal must be done at the studio office and not with the teacher. Withdrawal must occur within the first 7 days of the month to stop payment for the following month. To withdraw from classes a parent or adult student must:

1. Inform the studio administration in person, and
2. Complete and sign a withdrawal form provided by the studio office.

All automatic bank debiting or credit card charges will stop after the one-month notice period. Sterling Silver Studio reserves the right to terminate lessons to any students without notice. In such a case a refund for unused lessons will be given. This may be transferred to another class. If the studio is not notified of a student dropping a class, tuition will continue to be charged, regardless of attendance, as the student's spot is being secured and held in the class.

## **Costumes:**

All classes require a costume for the Annual Spring Student Showcase. All costumes will be ordered individually, by parents through Sterling Silver Studio. You will receive your costume ordering information from Sterling Silver Studio: Company 91 (CO91) Jump Start (JS) in September/October, and all other recreational classes by November.

## **Classroom Dress Code:**

Dancewear such as leotards, shorts, jazz pants, sweats, dance shoes, etc. are required. Please check with each individual instructor and team to find out if there are any specific shoes or types of clothing you should wear to class. Failure to wear required dancewear to class could result in students being asked to sit out of the class. Repeated failure to wear required dancewear could result in the termination of lessons. Students are not permitted to wear jeans or shoes worn on the street or outdoors, to any class. For safety reasons students are not permitted to wear jewelry. Long hair must be tied back.

## **Class Attendance:**

Good attendance at class is imperative, as absences and tardiness can and will hold back an entire class, and the studio can

not jeopardize its responsibilities to the rest of the class for one student. Please make every effort to have your child at every class. If missing a class is necessary, please email the studio to inform us of your absence. No tuition credit will be given for missed classes.

**Missed Private Lessons and Make-up Private Lessons:**

No make-up private lessons will be given for missed private lessons unless the absence is due to serious illness and notice has been given to the studio office. Make-up lessons will be limited to 2 per teaching year if you notify your instructor at least 7-days before the missed lesson so lesson times can be adjusted due to your absence. No refunds will be given for missed lessons. If you know you will be missing a lesson due to school activities such as ski trips or programs, band trips, sports games, etc. contact your instructor to adjust your lesson dates.

**Extreme Weather or Unexpected Interruption of Classes:**

If the studio must cancel in-person classes due to extreme weather conditions or events beyond our control, we will offer a class make-up option. Physical class cancellation notices will be sent out via email and will be posted on the studio voicemail, the “Current Families of Sterling Silver Studio” Facebook Group, and the studio’s Facebook page.

**Substitutions:**

The studio reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to teach classes. If a teacher is ill and the studio cannot arrange a substitute any missed classes will be made up.

**Parent’s Responsibility to be Aware of Dates and Events:**

It is the responsibility of the parent or adult student to be aware of all studio activities, such as recitals, extra classes and the dates the studio is open or closed. The parents (or adult students) will give the studio their email address to email all such notices. The school will also post all such notices on Sterling Silver Studio’s Dance Boutique door as well as emailing notices. It is the parent’s or adult student’s responsibility to regularly check their email and the Boutique door to ensure they are informed. It is the responsibility of the parents or adult students to inform the studio of any email address, mailing address or telephone number change. Monthly newsletters will also be posted on the studio’s website under the Newsletter tab and hard copies of the newsletter will be available at the studio.

**Parent and Teacher Communication:**

It is important for parents and teachers to keep lines of communication open to ensure that each student is getting the most out of his/her training experience. We genuinely appreciate your ideas and comments. If you have a question or concern about a class, performances or anything related to your child’s team, please go directly to the instructor or studio director. What applies to your child may not apply to others due to different routines and classes. Seeking information from other parents or students can cause you to be misinformed and cause problems within the team or between individuals. Your instructor is always your best resource, as it is his or her job to help you.

**Student Drop Off & Pick Up:**

It is the parent’s responsibility to ensure that each child is dropped off and picked up from classes and studio events safely. All parents are to be aware of class times and pick up their child at the studio immediately following their class.

**Insurance:**

Sterling Silver Studio does not carry medical insurance for their students. It is required that all students be covered by their own family insurance policies. If injury occurs at practice or any other type of studio event, it is understood that the student’s own policy is your only source of reimbursement. All classes at Sterling Silver Studio require physical activity and involve risk. It is the parent’s responsibility to notify the studio in writing if any illness or physical limitations the student has may prevent him or her from participating in any type of class activity.

**Photo Release:**

We as a studio do want to celebrate your child and his/her work, performances, awards, etc. The law requires that we ask for your permission to use information about your child. If you, as the parent or guardian, wish to rescind this agreement, you may do so at any time in writing by sending a letter to the Sterling Silver Studio and such rescission will take effect upon receipt by the studio director. \*\*\*We have photographers at all of our events who do not know each child. If you do not want your child photographed, it’s best to stay with your child at all times at shows, parades, and events.

### **Parent, Teacher & Student Ethics:**

It must be understood that our job as parents and teachers is to promote and encourage the student. This will not be achieved by jealousy, starting rumors, or attempting to cause hurt feelings or friction among or between other parents, teachers, or students. Gossip is always harmful, and the only way to stop it is not to participate in it. This includes any rumors, gossip, causing hurt feelings or inappropriate activity on social media. We want everyone's experience to be a fun and positive one, so we ask that you take this policy very seriously!

## **What Do I Need For Class?**

What you will need for class varies depending on what type of class that you are in.

- ★ Ballet Classes (ages 5 through adult) All of these classes will need to wear black leotards with pink tights (preferably with the back seam) this helps correct body alignment.
- ★ PAC students are required to wear all black in either a leotard or tank top, tights, shorts and required shoes for class.
- ★ Stocking feet are not allowed, as students will slip and hurt themselves. Shoe class requirements are listed on the following page, by style and age of class.
- ★ Female students can wear leotards or tank tops, shorts (no jean shorts), jazz pants or Capri pants. Jeans or dresses are not allowed in class.
- ★ Male students can wear tank tops and shorts.
- ★ Hair must be pulled back out of your face for class. Hair in your eyes will distract your vision, which will distract your learning.

## **Class Observation**

We understand that as parents, you are excited to see how your children are doing in class. We do have monitors for both studio spaces that are located in our lobby. Instructors may take the last five or ten minutes of the class time to bring the parents & family in to watch what the students have learned.

We do ask however, that you understand our policy on parent observation. When a child has a parent that sits through class, it makes it very difficult to concentrate on lessons for the day or the teacher's directions. Often times, children will feel pressured to "perform" during a class rather than "learn" if a parent is sitting through class because they are looking for mom or dad's approval.

It is distracting to the other students and the teacher if parents observing classes are visiting; taking pictures bring in video cameras etc. In addition, parents often times think they are helping with side-line coaching, but in reality, side-line coaching makes teaching more difficult for the instructor and learning more difficult for the student.

Especially with beginners and preschoolers, it is important that we gain the student's attention and trust. Please leave it to us to help change shoes during class, prepare the student for shows and assist the student in learning.

Performances, testing, recitals and parades are a great way for you to track your child's progress! And again, instructors may ask you to come in the class during the last 5 or 10 minutes of class to observe, we are always just as excited to show you what we are accomplishing as you are to see what we are accomplishing!

## What to wear in class each week...

Attire requirements are listed by class style. Other class requirements are listed on the previous page. If you have questions, contact your student's instructor directly either before or after class. Male students can wear tank tops and shorts.

### Acro/Tumbling

1. leotard
2. shorts or leggings
3. bare feet or footless tights

### Ballet & Tap Combo

1. black leotard
2. dance shorts or skirt
3. tights
4. white ballet slippers

### Boys Twirl

1. tight fitting-shirt or tank
2. shorts or Capri cargo pants
3. black jazz shoes or black sneakers

### Dance Twirl / Jr Twirling Corps

1. leotard or tank top
2. shorts or leggings
3. Preschool: white ballet slippers  
Ages 5+: caramel jazz shoes

### Hip Hop

1. leotard, tank top or tight fitting shirt
2. comfortable pants or shorts
3. black sneakers

### Jazz

1. leotard or tank top
2. shorts or leggings
3. caramel jazz shoes

### Lyrical / Contemporary

1. leotard or tank top
2. shorts or leggings
3. pirouette half shoe

### Mommy & Me

1. leotard or tank top
2. shorts, skirt or leggings
3. white ballet slippers

### Company 91 (Co91) Dance & Twirl Teams

1. black leotard or Co91 uniform top
2. solid black shorts or leggings
3. tights
4. required shoe per team

### Company 91 (Co91) Acro

1. black leotard
2. solid black shorts or leggings
3. bare feet

### Poms & Danceline

1. leotard or tank top
2. shorts or leggings
3. Caramel jazz shoes

### Sr Parade Corps

1. black leotard or tank top
2. black shorts or leggings
3. caramel jazz shoes (recital)
4. tan Instep Cougars (parades)

DANCE  
BOUTIQUE

at  
*Sterling Silver*  
STUDIO



**SHOP DURING ANY OF OUR GROUP CLASSES**

## Costume and Uniform Information

You will need one costume for each class you are enrolled in for the Spring Student Showcase. (The tap & ballet combo classes will have a 2-in-1 costume for recital that they can wear for both tap and ballet routines.) The classes that do not purchase a Spring Student Showcase costume are technique classes and the Free After School Dance Program.

- Company 91 (Co91) & Jump Start Program students will order their costumes in October.

- All other students will order spring recital costumes in November.

We realize this is close to the holiday seasons, so we advise you of this early so that you can plan accordingly. We order recital costumes at this time of year for some very important reasons:

1. Costume companies take orders on a first come basis. If costumes are ordered later in the year, it is very likely that they will not be in on time for pictures and quite possibly recital.
2. Costume companies do not offer custom sizing or alterations, so we need to allow time for students and parents to make alterations.

The Spring Student Showcase costumes typically range in price from \$60 to \$90, some 2-in-1 combo class costumes can run a bit more due to extra costume pieces. The price varies within this range depending on if props such as poms, ribbons, etc. are included and depending on the detail of the costume.

Summer Parade Uniforms—These uniforms change with our parade theme each summer. The costumes typically range in price from \$40 to \$80. You will receive more information about this costume in the spring.

## Parades and Performances

Parades and performances differ from recital. Sterling Silver marches in numerous parades and participates in various shows throughout the year. As these events draw near, they are listed in your newsletters.

The parades we typically participate in annually include our Summer Parades: Superior's 4<sup>th</sup> of July Parade, Spirit Valley Days Parade, Proctor Hog Head, Bayfield Apple Festival, and our Fall Parades: Superior's Spooktacular Parade and The Christmas City of the North Parade. Due to dates and scheduling conflicts, these parades may vary slightly from year to year.

Summer Parades will wear one themed uniform and Fall Parades (Spooktacular and Christmas City of the North Parade) will have a different themed uniform. Please refer to costume information for what to wear in summer parades.

## Spooktacular Parade

Parade Date: Saturday, October 28, 2023, Superior, WI

Practice Dates:

- Grades K-2 —4:00-5:00 (Oct 10, 17 & 24)
- Grades 3 & over—Thursdays 4:00-5:00 (Oct 12, 19 & 26)

This parade is sponsored by Sterling Silver Studio. This is open to all Sterling Silver Studio students. Each performer will need to purchase the required fall parade uniform (the basic uniform is also used for Christmas City of the North Parade) and register for the parade at the front desk or online. There's no charge to be in this parade and the rehearsals are complimentary but are required in order to participate in the parade.

Register for the complimentary parade class online through your studio family account. You'll receive additional parade and costume information once you are registered for the parade class.

## Christmas City of the North Parade

Parade Date: Friday, November 17, 2023, Duluth, MN

Practice Dates:

- Grades K-2—Tuesdays 4:00-5:00 (Oct 10, 17, 24 & Nov 14)

- Grades 3 & over—Thursdays 4:00-5:00 (Oct 12, 19, 26 & Nov 16)

Each year Sterling Silver Studio makes every effort to have all students ages 5 & over participate in KBJR's Christmas City of the North Parade in November. KBJR limits groups to 100 participants, so register for the parade ASAP. KBJR requires all performers to arrive at the line-up on a bus together. The bus fee is \$15 per performer & \$15 per chaperone and is due upon registration for the parade. All students ages 7 & under require an adult chaperone on the bus. The chaperone must register as a chaperone under the child's name/student account.

Register for the complimentary parade class online through your studio family account. You'll receive additional parade and costume information once you are registered for the parade class.

## **Holidazzle Performance Information**

Sterling Silver Studio provides a Holidazzle performance to all studio families. You will not be required to purchase costumes for this performance. The Holidazzle will be held at Barker's Island Ballroom on Saturday, December 16, 2023. This is a complimentary show, tickets are not required. You will be notified in your November newsletter on your child's performance time and performance attire.

## **Spring Student Showcase Information**

Our annual Spring Student Showcase is a huge production. We are very proud to say that over the years, the popularity of our show has grown! The theme for our shows this year is "Count On Us" and will include songs and themes about numbers! Our Spring Student Showcase date is: Saturday, April 27 (10:00 Mini Show) & April 28 (11:00 Junior Show & 2:30 Senior Show), 2024 with dress rehearsals on April 24, 25 & 26. Both the rehearsals and shows will be held at Wessman Arena in Superior.

Showcase tickets will go on sale at the studio during spring picture days. Tickets for the Spring Showcase are \$20.00. Children 3 & under are free. Each ticket is good for all three shows should you choose to attend all shows. Performers are welcome to attend the shows opposite of theirs free of charge. Tickets cannot be refunded. Tickets cannot be replaced if lost or stolen and tickets are not transferable or redeemable for cash.

Volunteers do not need to purchase tickets for the show. If you are interested in volunteering for the show, there will be a call for volunteers in your Spring newsletters.

## **New Students & Beginners**

Since you are new to our studio, we understand that you may need to try a few different classes before you decide on which one fits you best whether it be baton, hip hop, poms, ballet, etc. Please try to be sure that by November, your child is on the appropriate team, and is excited about their class! If you find that you would like to try a different class, or need suggestions, please talk to your teacher. We have years of experience and can offer quality advice and we are 100% confident that Sterling Silver Studio has the right class for you.

## **What You Need For The Spring Showcase**

Everything that you need for recital is outlined in "Costume Information" and "What do I Need for Class?" information. In addition, all performers will need tights. We sell tights in the studio boutique for all classes. Please be aware, that around recital time, tights sell out fast so please do not wait until the last minute. All classes will need the caramel colored tights.

## **Sterling Silver Studio's Sr. Parade Corps**

If you have made it to Sr. Parade Corps, you have a lot to be proud of! Sr. Parade Corps is one of our highest twirling teams. When one enters Sr. Corps, students soon realize that they are responsible for their own achievements and although parent involvement is extremely appreciated and needed at this level, students are given a high amount of responsibility which includes reading newsletters, being responsible for classes, rehearsals, performances, parades and being prepared for anything! Students who have reached this level have been working at achieving goals and striving to grow in their art for years. These students are rewarded for their efforts by marching at the front of all of our parades, opening our shows, performing our lighted routines and by receiving numerous performing opportunities.

The Company 91 Policies also apply to Sr. Parade Corps Members.

## **How Does My Child Advance?**

Sterling Silver offers various advancement opportunities for all dancers and twirlers. Parents and students ask us all of the time what they need to do to advance, and our best advice is simple...Show up to all classes on time, prepared with all materials, be ready to go when your class starts, attend all performances and practice at home as much as possible. This is the best way to get the most out of class time and your experience with Sterling Silver.

In addition, we have other things you can do to help advancement. Some suggestions include private lessons in either twirling or dance with any of our instructors, join classes such as dance technique, strength & flexibility classes (this helps both dancers and twirlers), participate in The Ultimate Talent Connection's Dance and Twirling Competitions, practice at home, additional performance classes (the more classes a child is in the more experience they get learning and performing), and we also offer level advancement testing for our twirlers and dancers. During the summer months we offer level classes where you learn the skills on each level in order to level test.

## **Jump Start Program**

Students who join the Jump Start program are committed to their art and are interested in participating in one local Spring competition on March 9-10, 2024 in addition to the Spring Student Showcase on April 27-28, 2024. New this year: Jump Start students will have the opportunity to participate in the Summer Splash contest on June 8, 2024 and perform at Valleyfair on June 9, 2024.

The purpose of this program is to enhance beyond the beginner level and introduce students to a new performing arts experience. Contact us if you would like additional information and to see if your student is ready for Jump Start classes.

## **Twirling and Dance Level Testing**

Sterling Silver Studio coaches have worked for years to develop an 9 level testing program that is used to advance our dancers and twirlers. On average, it should take a student one year of twirling or dance classes for each level he or she completes (preschoolers may take longer while older students may learn much faster). Each summer we offer specific dance and twirling level classes to help each student reach their personal goals, and prepare for testing. Private lessons can also be used to learn and practice the skills on each level.

Level Testing is available various days throughout the year. This is a great way for students and parents to track the student's advancement and achievements. We also use these levels to determine what classes the student will be in for the year. Students are not required to test, however we strongly recommend this, especially if you want to track your progress, try out for Company 91 (Co91) teams, Sr. Corps or Fire Twirling. The testing fee is \$15 per level test time slot, and the student will receive a patch for each level that they pass.



The patches are a great way to display your achievements on your Sterling Silver Wind Suit Jackets and Sweat Shirts! For additional details on testing, please speak directly with your dance or twirling coach.

## Company 91 (Co91) Teams

Sterling Silver offers competitive teams in Dance Twirl, Jazz, Ballet, Tap, Hip Hop, Lyrical, Acro, Show Teams and Production Numbers. These competitive teams are known as Company 91 (Co91).

If you choose to join a competition team, please make sure you review your competition policies for the season, attend auditions that are held in the summer and attend the required parent & student meetings.

For more information on the Co91 teams or how to prepare for auditions in July/August 2024 contact Carolyn or Carrie: [info@SterlingSilverStudio.com](mailto:info@SterlingSilverStudio.com)

## Event Schedule for 2023-2024

**Some dates and times are tentative and are subject to change. All events will be in your monthly newsletters with updated information and the Events page of our website.**

### **\*\*2023\*\***

Sep 11—Fall Classes Begin

Oct 10—Grades K-2 Group Rehearsal for Spooktacular & Christmas City Parades

Oct 12—Grades 3 & over Group Rehearsal for Spooktacular & Christmas City Parades

Oct 15—Co91 & Jump Start Costume Orders Due

Oct 14-15—Showstopper Dance Convention for Co91 Students, WI Dells

Oct 17—Grades K-2 Group Rehearsal for Spooktacular & Christmas City Parades

Oct 19—Grades 3 & over Group Rehearsal for Spooktacular & Christmas City Parades

Oct 24—Grades K-2 Group Rehearsal for Spooktacular & Christmas City Parades

Oct 26—Grades 3 & over Group Rehearsal for Spooktacular & Christmas City Parades

Oct 24-30—Halloween Dress-up Week in classes

Oct 28—Saturday classes still meeting at regular times

Oct 28—Sterling Silver Studio's Spooktacular Parade in Superior, line-up 1:00

Oct 31—Happy Halloween—No Classes

Nov 4—TUTC's Spooktacular Dance & Twirl Competition, Superior High School

Nov 5—Daylight Savings Ends (turn clocks back one hour)

Nov 5—Co91 Hip Hop Production Rehearsal

Nov 6—Co91 Hip Hop Production Rehearsal

Nov 14—Grades K-2 Group Rehearsal for Christmas City Parades

Nov 16—Grades 3 & over Group Rehearsal for Christmas City Parades

Nov 15—Spring Recital Costume Orders Due

Nov 17—Christmas City of the North Parade

Nov 23—No Classes, Thanksgiving Break

Nov 25—Saturday classes still meeting

Dec 9-15—Christmas/Holiday Dress-up Week

Dec 16—Holidazzle Performances for Recreational Classes

Dec 17-Jan 1—Winter Break, No Classes

**\*\*2024\*\***

Jan 2—Classes Resume

Jan 27-28—Lake Superior Ice Festival, Barker’s Island Festival Park

Feb 2—Tutu Day (Feb 2 = 2/2)

Feb 10-15—Valentine’s Dress-up Week

Mar 9-10—TUTC’s Spring Fling Competition, Superior

Mar 11-16—Spring Break—No Regular Scheduled Classes

Mar 15-17—Showstopper Dance Competition, WI Dells

Mar 18-23—Spring Student Showcase Team & Individual Pictures (Each class will have their pictures taken during their regular class times.)

Mar 30—Saturday classes still meeting today (Easter weekend)

Mar 31—Happy Easter—No Classes

Apr 10—World Twirling Day

Apr 24-26—Recital Rehearsal Days, Wessman Arena, Superior

Apr 27 & 28—33rd Annual Spring Student Showcase “Count On Us” at Wessman

Apr 29—International Dance Day

May 25—Tap Dance Day

Jun 8—Summer Splash Dance & Twirl Competition, Farmington, MN

Jun 9—Co91 & Jump Start Teams Perform at Valleyfair, Shakopee, MN

June 11-13—2024 Summer Parade Camp

June 17—Summer Weekly Classes Begin

Aug 24—Summer Spectacular Recital, Barker’s Island Festival Park

Additional dates, changes, and updates will be listed in your Monthly Studio Newsletters and posted on our Events Calendar on our website. You can view our newsletters on our website: [www.sterlingsilverstudio.com/newsletter/](http://www.sterlingsilverstudio.com/newsletter/)

## **What is the P.A.S.S. Foundation?**

The Performing Arts Student Scholarship Foundation (P.A.S.S.) is a 501(c)(3) non-profit organization made up of volunteers that are parents, grandparents and family members of students involved with Sterling Silver Studio. The Foundation’s mission is to improve the quality of twirling and dancing in the Twin Ports area. It is very important to realize that Sterling Silver Studio and P.A.S.S. are two completely separate organizations.

P.A.S.S. sponsors many of the events that Sterling Silver Studio members participate in, including, parties, fundraisers, recital and much more. P.A.S.S. members also participate in making decisions that affect all team members such as travel, parades, costumes, competitions, props, recital, parties and more. If you would like to be an involved parent, we encourage you to come and participate or just come and listen in at a meeting!

P.A.S.S. meetings are held once a month. All parents are welcome to attend.

## Helpful Tips!

- **Monthly Newsletters—Read & highlight info**
- **Keep newsletters & notes in a folder/binder**

Throughout the year, as questions arise, please, feel free to call us or send us an email. If you do get our voice mail, please leave a message and we will call you back! You can also contact Carolyn & Carrie directly via email: [info@sterlingsilverstudio.com](mailto:info@sterlingsilverstudio.com).

**REMINDER:** Add [info@sterlingsilverstudio.com](mailto:info@sterlingsilverstudio.com) to your contacts list, so you will continually receive important studio & class emails.

**DO YOU HAVE GMAIL?** On your computer, drag 1 of the [info@sterlingsilverstudio.com](mailto:info@sterlingsilverstudio.com) emails to your **Primary Inbox** and click on “yes” when prompted.

Also, please remember that just about everything you need to know about Sterling Silver or up coming events is posted on our website on the NEWSLETTER page! There we have all of our current newsletters and a Google calendar on our EVENTS page that you can use to organize your events. [www.SterlingSilverStudio.com](http://www.SterlingSilverStudio.com)

**Thank you for choosing Sterling Silver Studio!**

**Directors, Carolyn Nelson-Kavajecz & Carrie Lahr and all of the Sterling Silver Studio staff: Jaime, Jamie, Emily, Taylor, Casey, Emma, Rokkyn, Traxx, Bella, Amanda, Elisa, Wally, Kendra, and Connie**

**We are looking forward to a great season!**



# **Still Have Questions?**

**We will be happy to help answer any of your questions.**

## **Sterling Silver Studio's Important Contact Information September 2023-April 2024**

### **Office/Boutique Hours**

Monday-Thursday 4:00-8:00

Most Saturdays 9:00-11:00

### **Phone is answered during office hours**

Studio Phone: 715-394-4660

### **For faster service or for teacher questions**

Studio Email: [info@sterlingsilverstudio.com](mailto:info@sterlingsilverstudio.com)

Studio Facebook Messenger: [@sterlingsilverstudio](https://www.facebook.com/sterlingsilverstudio)

### **For billing & costume questions**

[Connie@sterlingsilverstudio.com](mailto:Connie@sterlingsilverstudio.com)

### **For Private Birthday Party Scheduling & Information**

[Jamie@sterlingsilverstudio.com](mailto:Jamie@sterlingsilverstudio.com)

### **For current updates, join our Facebook Group**

Facebook Group: [SSSCurrentFamilies](https://www.facebook.com/SSSCurrentFamilies)

### **For PASS Foundation and Fundraising Information**

Wally Olson: 218-590-0923, [olson10209@aol.com](mailto:olson10209@aol.com)

Tara Cockerham: 218-391-1742, [billtara0101@hotmail.com](mailto:billtara0101@hotmail.com)