



## Student General Information

The following list has been compiled to you prepare for HTEDance Social Officers Activities Retreat. It is our hope that you have the most productive and memorable experience possible, and we will do everything in our power to ensure that happens! Please share this information with your social officers by giving each of them a copy of this page. Should you have any additional questions, please contact the HTEDance office and we will be happy to assist.

**What to Bring:** Each individual should bring the personal items listed on the “What to Bring” list. Use this when packing personal items, along with additional items as directed by your director.

**Medical Authorization and Liability Release Form:** Each SOAR participant will need to complete the enclosed Medical Release Form and turn in to HTEDance. This form must be signed by a parent/legal guardian. *No one will be allowed to participate at camp without this form!*

**Spirit Shop:** HTEDance is proud to offer the Spirit Shop! Any item you could possibly need from dance tops to make-up is found in the Spirit Shop. The Spirit Shop is open every evening for your shopping convenience. Don't forget to pre-order your official SOAR T-shirt & patch with your director BEFORE the deadline as these are not available in the Spirit Shop.

**Good Luck Note/Gifts:** HTEDance does not require you to do good luck notes/gifts for the other schools at camp. However, if you choose to do so out of the spirit of good sportsmanship, feel free. We do encourage a spirited environment at HTEDance. *Remember, you are Social Officers and your nature in sportsmanship should reflect that.*

**Team Challenges/Workshops:** While at SOAR, the HTEDance staff will train and prepare you for your year ahead. As part of your training, you will attend Workshops, complete Team Challenges and plan fun projects! The HTEDance staff will help guide you through these important projects throughout camp.

**Ceremony of Commitment:** An exclusive to HTEDance! We would ask all directors to attend with social officers. This is THE most important time you will spend at SOAR. This highly emotional workshop is designed to prepare you for the year ahead. This is truly where it all starts. Here is the place where all the memories and true BOND begins.

**Workshops:** For all leadership workshops, it is suggested that you have the following items:

- notebook with paper and pens/pencils;
- stationery and stickers;
- football schedule;
- team roster with birthdays;
- constitution;
- other scheduled dates for the year such as contests, spring show, try-outs, etc.; and
- a jacket/sweatshirt (the ballroom gets cold).

Please feel free to bring any other items you feel necessary to make yourselves comfortable without being distracted.



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**Schedule:** There is a temporary schedule attached. It is not the final schedule but gives you an idea of what to expect. Thank you for your patience as we continue to prepare the best camp possible for you. Look for an updated schedule as we get closer to camp.

**Spirit Days:** Each day at SOAR will be one of "HIGH SPIRIT!" We ask that you dress according to the theme of spirit for the day. *(Do not spend a huge amount of money in preparing for this! Use what you already have!)* The idea is to show you easy ways to incorporate themes into your practices to make them more enjoyable and spirited. At SOAR, our days will be:

- Day 1) **CAMP THEME DAY:** The Greatest Show: The Greatest Year!
- Day 2) **DECADE DAY:** 50's, 60's, 70's, 80's...oldies but goodies— Roots, Traditions!
- Day 3) **DESTINATION DAY:** College, Career...think of where you see YOURSELF in the Future!
- Day 4) **SCHOOL SPIRIT DAY:** Go ALL Out!!! Represent your school loud & proud with PRIDE!

**Budget:** HTE Dance suggests that you have cash on hand for some of the challenges and activities that will take place at SOAR. We promise that every penny spent will be used for something that can be used throughout the upcoming year. If you have any problems or questions, please contact us at the office so we can help. You can take the money from your budget, ask the girls to chip in from their supplies, ask for donations, etc.

1) **Team Challenges:** We have tried to keep spending at a minimum. The total allotted for challenges is \$100. If you have more than 50 students on your team you may need more.

2) **General Supplies:** A budget of \$100 is suggested, but many items on the supply list you may already have and will not have to be purchased. These are items that your social officers need for SOAR to complete the MANY activities we have planned for them.

3) **Technology:** Notice the need for at least one LAPTOP with MSOffice and a portable color printer as well as either an external hard drive or several USB's. Additionally, it would be useful during and after camp to have a Cricut or Silhouette type machine with some vinyls & cardstock to cut custom names and shapes/logos.

**Final Day:** Each team will have a presentation booth for final day show-offs. Projects created during camp will be displayed for evaluations. We would like your table/booth to be decorated with either your team theme for the coming year or the camp theme. If you would like to bring some items from school to add to the overall decor, please do so!



## 2018 SOAR Schedule TENTATIVE SCHEDULE

\*\*\*Subject to change\*\*\*

### Day 1: Motivation

9:00—11:00 a.m.  
11:00—11:30a.m.  
11:30—11:45 a.m.  
11:45 a.m.—1:45 p.m.  
1:45—2:00 p.m.  
2:00—2:45 p.m.  
2:45—4:30 p.m.  
4:30—6:00p.m.  
6:00—6:45 p.m.  
6:45—7:45 p.m.  
7:45—9:15p.m.  
9:15—9:30p.m.  
9:30 p.m.—Midnight

### Theme: *The Greatest Show: The Greatest Year!*

Registration & Lunch on Your Own  
**Welcome Session:** "Yes Ma'am, No Ma'am/R.A.D."  
Warm-Up  
**ROUTINE SESSION #1** Camp Dance/Director's Meeting  
Break/Demos  
**SOAR WORKSHOP 1:** "What's My Job?"  
**SOAR WORKSHOP 2:** "It's All in the Presentation: Even a Stick Can Motivate"  
Dinner  
**SOAR WORKSHOP 3:** "Game Talk"  
**SOAR WORKSHOP 4:** "Locker Room Talk & Final Projects"  
**TEAMLEADER TIME**  
Midnight Mail  
Work on Your Projects. SOAR Ballroom closes at midnight.

### Day 2: Organization & Planning

6:00 a.m.  
6:30—7:30 a.m.  
7:45—8:30 a.m.  
8:30—10:15 a.m.  
10:15—10:30 a.m.  
10:30 a.m.—Noon  
Noon—1:30 p.m.  
1:30—2:30 p.m.  
1:30—4:15 p.m.  
4:15—4:30 p.m.  
4:30—8:00 p.m.  
8:00—9:30p.m.  
9:30—9:45 p.m.  
9:45 p.m.—Midnight

### Theme: **Decade Day**

Ballroom open for rehearsal  
Breakfast on your own  
Warm-Up/Review Camp Dance/Academy Kick & Dance Combinations Taught  
**SOAR WORKSHOP 5:** "A Year in Review"  
Showoffs - Directors feel free to video  
**OTC/SOAR WORKSHOP:** "Whose Job Is It Anyway?" & "Team Challenge 1 - Problem Solving"  
Lunch  
**Director's Meeting**  
**SOAR WORKSHOP 6:** "A Year in Review, Cont."  
Review Session I  
Free Time for "Night On The Town" and/or practice/work on projects - Dinner on your own  
**TEAMLEADER TIME**  
Midnight Mail  
Work on Your Projects. SOAR Ballroom closes at midnight.

### Day 3: Public Relations

6:00 a.m.  
6:30—7:30a.m.  
8:00—8:30 a.m.  
8:30—10:15 a.m.  
10:15—10:30 a.m.  
10:30 a.m.—Noon  
Noon—1:30 p.m.  
1:30—2 p.m.  
2—2:30 p.m.  
2:00—3:15 p.m.  
2:30—3:00 p.m.  
3:00—5:00 p.m.  
5:00—6:00 p.m.  
6:00—7:45 p.m.  
7:45—8:00 p.m.  
8:00—9:45 p.m.  
9:45 p.m.—Midnight

### Theme: **Destination Day**

Ballroom open for rehearsal  
Breakfast on your own  
Warm-Up/Review Camp Dance/Routine Demos  
**SOAR WORKSHOP 7:** "Creating the GREATEST Community"  
Showoffs - Directors feel free to video  
**"CONSTRUCTION" WORKSHOP:** "Where do we go from here?" & "Personalities"  
Lunch  
Review Session II  
**Driver's Ed Workshop:** "Teaching 101"  
**Director's Meeting**  
**Driver's Ed Workshop:** "Polishing & Perfecting"  
**SOAR WORKSHOP 8:** "Director Time"  
Dinner- If auditioning for Academy be in ballroom 5:45p.m.  
Academy Auditions: 1) Dance 2) Kick  
Midnight Mail  
**TEAMLEADER TIME: Covenant**  
Work on Your Projects. SOAR Ballroom closes at midnight.

### Day 4: Show-Offs!

6:00 a.m.  
6:30—7:30 a.m.  
7:00 a.m.  
7:30—8:15 a.m.  
8:00—8:15 a.m.  
8:15—9:00 a.m.  
9:00 a.m.

### Theme: **School Spirit**

Ballroom open for rehearsal  
Breakfast on your own  
Spirit Shop opens  
Finish setting up exhibits—stay by tables!  
**Director's Meeting**  
**Practice/prepare on your own for Show-offs and Evaluations**  
**FINAL EVALUATIONS** - Parents Welcome!!  
Evaluations for: *Original Choreography & SOAR Presentations*  
Perform Camp Dance & Hip Hop for guests  
**HTE OFFICER TRAINING CAMP GRADUATION & GOODBYES**



## Rooming List

School Name

### *DIRECTORS ROOM*

Room #

Room #

Room #

Room #

Room #

Room #

A copy of this form must be completed by each school then faxed to the hotel and HTEDance prior to camp.

210-340-2315



## 2018 OTC Pre Order Form

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Director Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

Quantity	Description	Size				Unit Price	TOTAL
		S	M	L	XL		
	2018 Official Officer Training Tee <i>PRE-ORDER PRICING ONLY!!!</i> <i>Unisex Sizing Only!</i>					\$25.00	
	2018 Official Officer Training Camp Varsity Patch <i>PRE-ORDER PRICING ONLY!!!</i>					\$10.00	
	2018 Official OTC Combo Pack <i>You must order both t-shirt and patch to receive the discount listed!</i> <i>Please indicate size to the right!</i>					\$30.00	
	<b><u>FREE DIRECTOR TEE WITH FULL OFFICER/TEAM ORDER ONLY!</u></b>						
<b>TOTAL DUE -</b> This amount will be billed to your school.							

### INSTRUCTIONS

1. **ORDERS MUST HAVE A PO OR PAID PRIOR TO CAMP.**
2. **ORDERS WILL NOT BE DISTRIBUTED UNLESS PAID.**
2. Complete the order form.
3. Fax to the office at (210) 340-2315.
4. **Order MUST be received no later than May 31st.**
5. After that date, pricing will reflect standard retail purchase. **NO CANCELLATIONS!!!**
6. Your PAID order will be ready for pick-up in the Spirit Shop on Day One of OTC.

\_\_\_\_\_  
Received by:

\_\_\_\_\_  
Gift Shop Cashier:

\_\_\_\_\_  
PO

\_\_\_\_\_  
PAID



## 2018 Medical Authorization & Liability Release

*A copy of this form must be completed by each participant and turned in on the first day of camp!  
If you do not have this form on the first day of camp, you will **NOT** be allowed to participate!*

- I. I, the undersigned parent or guardian, do hereby grant permission for my son/daughter, whose name is \_\_\_\_\_, and hereinafter shall be referred to as participant," to participate in any HTEDance & Spirit Group, Inc., hereinafter referred to as "HTEDance", event or camp. In order that the participant may receive the necessary medical treatment, in the event of an injury or illness, I hereby hold HTEDance and its representatives harmless in the exercise of this authority.
- II. I further acknowledge, understand and agree that in taking part in this clinic, camp or event, there is a possibility of physical illness or injury (minimal, serious, or catastrophic) and that participant is assuming the risk of such illness or injury by participating. I agree to accept responsibility for my child, his/her safety and welfare during the course of this camp.
- III. I further agree to hold harmless HTEDance, including its principals, directors, officers, staff and employees which conduct the camp, for and/or from any illness or injury incurred by participant during the course of said camp/clinic or special event.
- IV. I/we further agree not to pursue HTEDance, its principals, instructors, associates or affiliates legally, in the event that these issues/events do come to pass.
- V. I/we understand that HTEDance cannot be held responsible for cancellation of this camp/clinic/event in the event of an act of God, war, terrorism, weather, disease or other natural disaster, including but not limited to damage, destruction or loss of facilities or any other forced cancellation beyond the control of the staff, management and instructors of HTEDance. In such case, there will be no refunds!
- VI. Finally, I/we understand that our camp balance is due in the office no later than two weeks prior to camp. After that date, cancellations and refunds are not permitted under ANY circumstances!

\_\_\_\_\_  
*Participant Signature*

\_\_\_\_\_  
*Parent/Guardian Signature*

\_\_\_\_\_  
*Participant's School Name*

\_\_\_\_\_  
*Parent Address, City, State, Zip*

\_\_\_\_\_  
*Parent's Home Phone Number*

\_\_\_\_\_  
*Parent's Work Phone Number*

**NOTE:** *If participant is under medication, please check to make sure he/she brings his/her medication and that he/she takes the prescribed dosage. HTEDance cannot assist with or be responsible for the dispensing or fulfilling of prescribed drugs.*

**URGENT: ALL BLANKS MUST BE FILLED IN OR THIS FORM WILL BE REJECTED**



## Team Information

*This page will be used to gain vital information about your team in order to help us better prepare for SOAR and the personal needs of each team. Please take the time to fill this form out and **Email or Fax to us by May 25th—the sooner, the better.***

*Email your team logo in a .jpg or .gif as well.*

*As always, feel free to contact the HTEDance offices if you have any questions.*

School Name: \_\_\_\_\_

Team Name: \_\_\_\_\_

Director(s) Name: \_\_\_\_\_

School Colors: \_\_\_\_\_

\_\_\_\_\_ # of Social Officers      \_\_\_\_\_ # of Dance/Military Officers      \_\_\_\_\_ # on Team

Duties of each Social Officer *(if applicable that each social officer has specific responsibilities)*

Social Officer #1 \_\_\_\_\_

Social Officer #2 \_\_\_\_\_

Social Officer #3 \_\_\_\_\_

Social Officer #4 \_\_\_\_\_

Social Officer #5 \_\_\_\_\_

Social Officer #6 \_\_\_\_\_

**FAX TO:  
972-444-9129**

**EMAIL TO:  
Office@htedance.com**



## What to Bring: Personal Pack List

- Theme Day** outfits (GET CREATIVE & CRAZY, BUT DON'T FORGET A COVER UP)
- Sweatshirt/jacket (It gets cold in ballrooms. We have them in the Spirit Shop)
- Other clothes (*Shorts, t-shirts, etc to be worn in the evening during work time*)
- Dance clothes for dancing
- Tennis Shoes
- Sandals/Flip Flops/etc
- Cosmetics
- Toiletries
- Hair Dryer
- Flat Iron/Curling Iron/etc.
- Pajamas/"Bum clothes"
- Camera
- Alarm Clock (*Don't be late!*)
- Three Ring Binder w/dividers and notebook paper
- Money for Spirit Shop, Snack Shack, and Night out on the Town!
- Water Bottle!!!! Each student is responsible to fill a water bottle with ice and water for the day.
- Don't forget anything else of a personal nature or team nature that you may wish to bring or have with you at camp.





## What to Bring: Project Pack List

- Laptop and printer (color preferred)
- Optional: Cricut, Silhouette or any similar machine
- Toolbox of supplies (Put in a tub to organize!):
  - ⇒ Scissors/Ruler
  - ⇒ Markers/Paint Pens
  - ⇒ Pens/Pencils/Glitter
  - ⇒ Glue Gun with extra glue sticks
  - ⇒ Extension Cord(s) with multi-plug strip
  - ⇒ Self-adhesive laminate sheets
- Stickers/Stencils (Letters)
- Paper and Cardstock, different colors/designs. Bring enough white cardstock for each team member.
- Trifold Board
- White Posterboard and any other colors you would like (several)
- Paint (Black and any other colors—make certain to have team colors)/Foam brushes of various sizes
- Fabric
  - ⇒ Pink Felt (small amount)
  - ⇒ Pink Fabric (small amount)
  - ⇒ Fabric of your choice (one to two yards) & Thick Ribbon to Coordinate
  - ⇒ Another fabric of choice (one to two yards)
- Bulletin Board with a wooden edge. Can be any size you wish. Be certain you have enough fabric to cover.
- Silver thumbtacks (flat head)
- Wooden initial of team
- Photos of team
- Bag of lemon drops
- Yellow & White Washi tape
- Box (10 to 12 inches x 7 to 8 inches is recommended but can be larger, just not smaller)
- 2 large spools of twine or rope
- Twine, yarn or string
- A mix CD
- Printable sticker paper and any other items you might want to use!



## What to Bring: Technology Pack List

- Laptop and printer (color preferred)
- USB or External Hard drive bring the following:
  - ⇒ Team Roster
  - ⇒ Team Birthdays
  - ⇒ Yearly Team Calendar of Events
  - ⇒ Football Game Schedule
  - ⇒ 2018-2019 Team Photo
  - ⇒ 2018-2019 Leadership Photo
  - ⇒ 2018-2019 Dance/Military Officer Photo
  - ⇒ 2018-2019 Social Officer Photo
  - ⇒ Director & Assistant Director Photos
  - ⇒ Constitution/Team Guidelines
  - ⇒ School Calendar
  - ⇒ School Fight Song
  - ⇒ School Alma Mater
  - ⇒ Team Logo
  - ⇒ Any other working documents you feel may be useful in preparing for the year!