



# Incallajta New York Rules & Regulations

## Registration & Monthly Dues:

### Registration Fees-

- 15 years and older - \$35 per year
- 7 years to 14 years- \$20 per year
- Under 7 years old- no registration fee

### Monthly Fees

- 15 years and older - \$5 per month
- 7 years to 14 years - \$5 per month
- Under 7 years old-no monthly charge

Passive Members: \$15 per year

Passive Members: no monthly charge

Monthly dues are due at the first practice of the month only when one of the treasurers are present. Any and all payments must be made to one of the treasurers so they can record it in the books and issue you a receipt.

## Practices:

INY practices year round. During warm weather we practice in Flushing Meadows Corona Park on the platform of the LIRR that leads to the 7 train. Hours vary during school months and summer months.

During the winter months, when school is in session, INY practices inside of IS 204 in Astoria, Queens.

A schedule is generally set each season with opinions from all members. That is the schedule we will follow. You will be reminded by text or by phone the day before and/or the day of a practice including any changes or cancellations. **You must respond to the text whether or not you are coming to the practice, or to acknowledge any change in date, location, or time that was reported to you.** If you do not have text, please call your Guia or an Officer of the Board, if there is no answer, leave a voicemail or email them.

You must be on time, if you are going to be late please notify your Guia or an Officer of the Board. Same rules apply as above. Attendance will be taken at each and every practice.

## Presentations and Parades:

For any general practice, the order you arrive in is your place in the practice line unless you are a Guia or Sub-Guia, for the entire practice unless you are asked to change places.

During any practice, when a Guia blows the whistle please line up immediately, no cell phones on the line, no texting, no leaving the line unless it is an emergency and **NO GUM CHEWING!**

The Officers of the Board usually are aware of a parade at least 2 weeks in advance and are able to give adequate notice.

Please be advised that INY is notified about some presentations and even parades at the last minute. The Officers of the Board will ask if anyone would like to participate in the event and will come to a decision if there are enough dancers to perform a presentation or a parade. Please understand that it is not the intention of INY to leave these decisions for the last minute, it just so happens that INY is literally notified sometimes only 2 days in advance.

Everyone must make an effort to learn choreography (coreo). All are welcome to any and all coreo practices. There is not one fixed group that performs coreo. If you sign up for a coreo and are chosen, please respect the fact that you are making a commitment for that presentation, attend all practices and please do your best to be on time. If too many people sign up for a coreo then the Guias will hold try-outs.

If you miss 2 coreo practices in a row for a specific presentation that you signed up for, the Officers of the Board will request that you step down and allow someone else to take your place. *Exceptions may apply with a valid reason.*

If you miss 3 coreo practices for a specific presentation in total, you will automatically be removed from that coreo for that presentation. *Exceptions may apply with a valid reason.*

Please be aware that coreo practices are not to be taken lightly, you are expected to train hard, and sometimes the Guias will request that extra days or extra hours be added during the week to practice. Be prepared, make sure you have permission, you've made travel arrangements, and even bring a snack or beverage with you for these extra practices.

### **Uniforms:**

For practices INY asks that you wear comfortable clothing that will not restrict movement, please try not to wear tight fitting clothes or low ride pants. Please try to wear sneakers to all practices.

For all parades and presentations INY asks that you purchase an Incallajta t-shirt and wear it on that day. You will probably change at the location you will be performing at.

Please take care of your dance uniforms, make sure that you have all components of your uniform together the night before the presentation or parade. Please make sure it doesn't smell, and that it is not wrinkled. If you have borrowed someone else's uniform make sure you return it in good repair.

### **Meetings and Announcements:**

Every practice will generally end with announcements or will end a little earlier to hold a mini-meeting. Please try not to leave practices early or you may miss important information. If for

any reason you miss a practice or leave early, it is your responsibility to find out what you missed, please call, text or email your Guia, an Officer of the Board or a friend.

INY will hold at least one meeting a month to discuss upcoming events such as parties and presentations or to discuss group issues. By not attending the meeting you are agreeing to every decision made at that meeting. No exceptions. If you want your opinion to count please try to make it to the meetings.

### **Elections:**

INY will hold an annual meeting where it is mandatory for all members to attend. This meeting is for the elections for Guias and Sub-Guias, elections for Officers of the Board is every two years. This meeting will be held sometime in November for the new term beginning January of the following year.

To be considered for a position for the Officer of the Board, you must have been either a Passive member or an active dancer for at least 12 months prior to election. You must formally submit your request or have someone nominate you to be considered for the position. You must also have reached 18 years of age when you will be starting your term, the reason being is that it is illegal to enter into a contract with a minor since any and all contracts would be considered null and void.

To be considered for Sub-Guia, you must try out and be elected, you must have been an active dancer for at least 6 months, **exceptions** may apply. If a Sub-Guia resigns, and there are no other Sub-Guias, the Officers of the Board have the right to call an emergency meeting to fill the void. The new Sub-Guia will hold the position until next election. Failure of the Sub-Guia to abide by the rules and regulations will result in that person being removed from their position.

To be considered for the position of Guia you must have been an active dancer within the group for no less than 12 months and a Sub-Guia for at least 6 months prior to you being considered for the position. You must be nominated and try out for the position before the Officers of the Board and the majority of the members of INY. If a Guia resigns, the Officers of the Board have the right to call an emergency meeting to fill the void. The new Guia will hold the position until next election. Failure of the Guia(s) to abide by the rules and regulations will result in that person being removed from their position. Exceptions may apply.

Once the new term begins, **all members** of Incallajta New York must respect the decisions made by the Officers of the Board, Guias and Sub-Guias. If you have a problem with a decision or another member please discuss it with another Officer of the Board, Guia, or Sub-Guia. Please do not start trash-talking and causing dissension within the group. Anyone found bad-mouthing any member of the group will be put on probation. Failure to uphold the rules and regulations of Incallajta New York can result in a decision by the Officers of the Board to terminate your membership.

***Please show respect and support to all members of Incallajta New York!***