

WINTER SHOWCASE PERFORMANCE HANDBOOK

BIOGRAPHIES



SUNDAY - DECEMBER 14, 2025

KALEIOPAPA CONVENTION CENTER

Outrigger Kona Resort & Spa
78-128 Ehukai Street
(Keauhou) Kailua-Kona, Hawai'i

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IMPORTANT DETAILS

Important Details for Biographies: A Winter Showcase

Kona Dance & Performing Arts' 2025 Winter Showcase will be held for the first time at the Outrigger Kona Resort & Spa's Kaleiopapa Convention Center.

To make performance day as smooth as possible, we highly encourage reading this handbook as well as reviewing it with your child so that any questions you have may be answered. The following are some important details to make note of leading up to the showcase.

DRESS REHEARSAL - SATURDAY, DECEMBER 13 at KONA DANCE

A full run-through of the Winter Showcase will be held on Saturday, December 13 at the dance studio. Details of your rehearsal call times will be sent via email. The Saturday Dress rehearsal is optional for **PRE/TINY & KEIKI LEVEL CLASSES** but **HIGHLY ENCOURAGED**.

***NEW* BACKSTAGE PROTOCOLS at the KALEIOPAPA CONVENTION CENTER**

Due to the space available, we are limiting the amount of people allowed in the backstage/dressing areas to volunteers, class chaperones and staff only. We ask for your understanding and cooperation on the following protocols:

Check-in/Drop-off: Check in will be at the side entry of the Kaleiopapa Convention Center. This will be the only way to access the backstage area. To alleviate congestion in this area, only one parent/guardian will be allowed to check in each dancer at the door.

Check-out: Every dancer must be checked out by an adult parent/guardian if leaving the backstage area at any time. Any student that will be checked out immediately after their performance must pre-resigter for early check-out. Additional check-out details will be emailed.

MISCELLANEOUS

We will not be offering flower, photo or video packages for the Winter Showcase.

ALL PROTOCOLS ARE SUBJECT TO CHANGE. KONA DANCE WILL CONTACT FAMILIES via EMAIL IF ANY CHANGES ARISE.

CALL TIMES

WHAT DOES “CALL TIME” MEAN?

When performers show up at call time, they **DO NOT** arrive in costume, but hair and makeup should be done. Please account for traffic/parking time. The call times listed below are for **Sunday - December 14, 2025** at the **Outrigger Kona Resort & Spa - Kaleiopapa Convention Center**.

TECHNICAL REHEARSAL CALL TIMES

9:00 AM

- Dancers who are in **ACT ONE**

11:00 AM

- Dancers whose 1st Class is in **ACT TWO**

1:00 PM

- All **PRE-LEVEL & KEIKI DANCERS**

- Pre Ballet
- Keiki Ballet - Monday
- Keiki Street Dance
- Keiki Jazz
- Tiny Dancers
- Keiki Musical Theatre
- Keiki Ballet - Saturday

SHOW
CALL TIME
3:00 PM

Dancers should arrive in easy to pull on/off garments for quick changing (button-down shirts, shorts, leggings, zippered dresses) that do not pull over the head. For our younger dancers (Keiki and below), if your first costume calls for tights, please arrive with them on.

*You **MUST** check out your dancer if leaving after Technical Rehearsal is finished. **ALL** dancers **MUST RETURN** by the **3:00 PM Call Time**. All audience members should be seated by 4:00 PM.*

Helpful Tip!

Plan for extra travel time to account for any unforeseen delays

REQUIRED ITEMS

PLEASE LABEL ITEMS with YOUR STUDENT'S NAME

There will be limited space in the dressing area and items can be misplaced or mixed up easily.

TIP: Keep small, loose items in labeled containers or snack-sized ziplock bags.

MAKE-UP SUPPLIES

- Makeup Caboodle or makeup bag
- Makeup brushes
 - Large soft brush for powder
 - Medium brush for blush
 - Eyeshadow brushes
- Foundation brush or blending sponge
- Makeup remover

face

- Foundation

For students 7 and older, please use a liquid foundation to lay a consistent base under all other makeup products.
- Blush - Light pink or peachy tone
- Setting powder (7 and older)
- Makeup primer & makeup setting spray (7 and older)

Lips

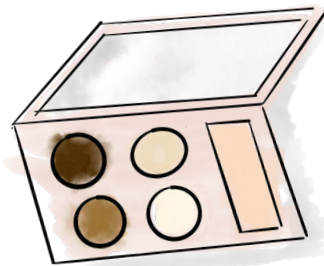
- Light pink lipstick, NO Lip Gloss
(Teaching Artists may request another color based on the theme of their dance)
- Matching or coordinating lip liner

Eyes

- Eyeshadow primer (7 and older)
- Neutral eyeshadow palette (7 and older):
 - Cream or Beige color
 - Taupe or Light brown
 - Deeper brown
- Black or brown mascara
- Black eyeliner
- Eyebrow pencil
- Black or brown mascara
- Fake eyelashes (optional for teen students)
- Eyelash glue

HAIR SUPPLIES

- Hair gel and hairspray
- Bobby pins
- Fine tooth comb and hair brush
- Boar / stiff bristle brush for smoothing (optional)



MISCELLANEOUS SUPPLIES

Helpful Tip!

Go through all hair and make-up supplies at least 1-2 weeks before performance to check if you are low on quantity or if an item needs replacing.

- Safety pins
- Clear nail polish
- Nail Polish remover
- Skin colored Band-aids (*no characters or bright colors*)
- Towels and/or paper towels
- Tissues
- Baby wipes
- Cover-up
- Slippers
- Skin color or nude undergarments
- Dressy outfit to meet and greet after the performance
- Snacks that will not spill or stain costumes
- Labeled Water / Reusable Water Bottle

HAIR ASSIGNMENTS

STUDIO STANDARD HAIRSTYLE

Kona Dance and Performing Art's Studio Standard hair is a mid-range bun with a center part. To create a stage-ready bun, apply a thick layer of gel to damp hair and brush it back into a ponytail with a center part that sits behind the ears, ensuring all bangs are off the face. Twist the hair and wrap it around the ponytail while using bobby pins to secure it in place. Next, wrap a hairnet that matches your students hair color around the bun to secure any fly aways.

CLASSES with ALTERNATE HAIRSTYLES

Keiki Street Dance with Ms. Eveline

- Dancer's Choice - Hairstyle must be pulled off the face. Dancers with multiple quick changes should keep their hair in a bun.

Hip Hop Level 4 with Ms. Corinna

- Slicked back low ponytail.

MAKE-UP ASSIGNMENTS

STUDIO STANDARD MAKE-UP

Stage lights are so bright that they can wash out performers' faces. Please follow the instructions below to ensure the audience can see your student clearly. Good stage makeup will look very exaggerated, dramatic and bold.

Gentlemen

We suggest a little rose colored blush, eyebrow definition with a medium or dark brown pencil, and a light rose colored lipstick to help make their facial expression pop. If they have light eye-lashes, we recommend a little brown or black mascara as well. Use the instructions below to help guide you.

Girls - Age 3 through 6

Makeup may be applied at the families discretion for children this young, please see below our suggestions to make your students face pop onstage.

- **Foundation** - If you feel comfortable, use a light layer.
- **Blush** - Light pink or peachy tone on the cheeks and cheekbones.
- **Eyeliner** - Use a black pencil or liquid liner along the upper and lower lid of the eye. If the child is too young to handle this application, you may omit it.
- **Mascara** - Black or Dark Brown.
- **Eyebrow pencil** - Use a brown color similar to your student's hair color to define the eyebrows.
- **Lipstick** - A soft pink lipstick is required for all performers. You may use a matching or coordinating lip liner as well if you prefer.

Girls Ages 7 and Older

- **Makeup primer** - This is an optional step that helps the longevity of the stage makeup.
- **Foundation** - Use a foundation that matches your or your student's skin color as a base for make-up. Apply on the full face and blending down to and continuing into the neck area.
- **Setting Powder** - This will decrease shine and help the longevity of the foundation.
- **Blush** - Light pink or peachy tone on the cheeks and cheekbones.
- **Eye shadow** - Neutral browns and beige colors only. Do not use any bright or colorful eye shadow. Please see the step by step tutorial below:



Step 1 - Matte cream or beige color eyeshadow from the eyelid to eyebrow as a base.

Step 2 - Bright white in the corners of the eyes to help make eyes pop.

Step 3 - Light colored taupe or champagne eyeshadow on the entire lid.

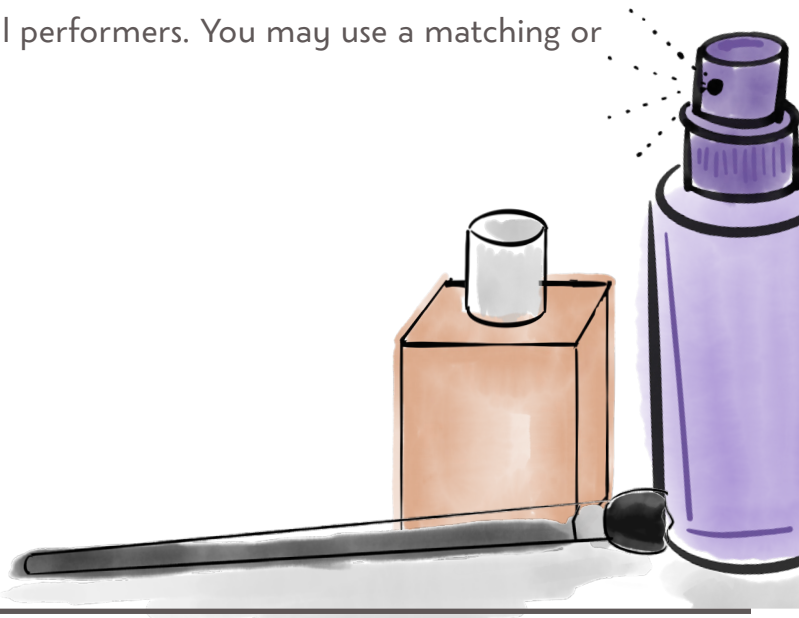
Step 4 - Dark brown in just the crease of the eyelid. Do not take the darker colors up to the eyebrow.



- **Eye liner** - Use a black pencil or liquid liner along the upper lower lid of the eye. A winged liner is preferred for a more dramatic look.
- **Eyebrow pencil** - Use a brown color similar to your or your student's hair color to define the eyebrows.
- **Mascara** - Apply a thick layer of heavy black mascara to upper and lower lids.
- **False eyelashes** - Apply false eyelashes for maximum effect on stage.
Purchase thick black lashes with clear drying glue (avoid the black drying glue), trim to fit and follow instructions that come with the lashes.
- **Lipstick** - A soft pink lipstick is required for all performers. You may use a matching or coordinating lip liner as well if you prefer.

Helpful Tip!

If this is your / your dancer's first time wearing stage make-up or doing performance hair, we recommend doing a test run a week or two before the performance.



COSTUME INFORMATION

COSTUMES

Most costumes for the Winter Showcase will belong to the Studio. Costumes will be brought to the Convention Center by the Studio (unless specified otherwise) and dancers shall receive their costume(s) the day of the performance. Any Required Performance Accessories (*see next page*) should be brought by dancer the day-of performance to the Convention Center.

ALL STUDIO COSTUMES will be collected after the showcase and must be returned before leaving the Convention Center.

UNDERGARMENTS

GENTLEMEN

Please be sure all underwear is nude or skin tone. We recommend a Dance Belt, a specific style of undergarment that is designed for male dancers.

GIRLS and LADIES

Absolutely NO underwear, as it will show beneath leotards/spandex. Older students who need bras underneath certain costumes should discuss the best options with the teacher. Bras should be skin tone and strapless if possible.

REQUIRED PERFORMANCE ACCESSORIES

ADDITIONAL ITEMS

A few items needed for your dancers final costume that are not supplied by the Studio and will need to be supplied by the family. These items include but are not limited to shoes, tights and accessories. Please check the list below to see your student's class assignments.

PRE & KEIKI LEVEL CLASSES

Pre Ballet with Ms. Ali

- Pink footed tights
- Pink Ballet shoes

Tiny Dancers with Ms. Harli

- Pink footed tights
- Pink Ballet shoes

Keiki Ballet Monday with Ms. Eveline

- Pink footed tights
- Pink Ballet shoes

Keiki Street Dance with Ms. Eveline

- Chosen outfit (colorful & layered)
- Sneakers in any color
- Colorful Socks

Keiki Jazz with Ms. Ali

- Flesh-tone tights
- Flesh-tone Jazz shoes

Keiki Musical Theatre with Ms. Harli

- Black leggings
- Flesh-tone Jazz shoes
- Solid-color shirt (colors assignments for each dancer to be sent via email)

Keiki Ballet Saturday with Ms. Harli

- Pink leotard
- Pink footed tights
- Pink Ballet shoes



Helpful Tip!

Check for any runs/wear in your dancer's tights and fit of their dance shoes at least 2-3 weeks before the concert to give yourself time if you need to order new ones. If you need help ordering, please visit the front desk.

LEVEL 3 CLASSES

Level 3 Hip Hop with Mr. Shemaiah

- Black pants
- Black & White sneakers in any style
- White socks (no logos)

Level 3 Ballet Monday with Ms. Eveline

- Pink footed tights
- Pink Ballet shoes

Level 3 Tap with Ms. Eveline

- Black leotard
- Pink footed tights
- Black Tap shoes

Level 3 Contemporary with Ms. Ali

- Black leotard
- Black bike shorts (no visible logos)

Level 3 Ballet Friday with Ms. Eveline

- Pink footed tights
- Pink Ballet shoes
- Flesh-toned undergarments

Level 3 Jazz with Ms. Eveline

- Flesh-tone tights
- Flesh-tone Jazz shoes

Musical Theatre 3 / 4 with Ms. Harli

- Red Dress & Cape (Kiera)
- All other items provided by the studio

LEVEL 4 & LEVEL 5 CLASSES

Level 4 Contemporary with Ms. Ali

- Black flare Yoga pants

Level 4 Jazz with Ms. Corinna

- Flesh-tone tights
- Flesh-tone Jazz shoes

Level 4 Hip Hop with Ms. Corinna

- Denim pants
- White long sleeved button down
- Black & White sneakers in any style
- White Socks (no logos)

Level 4 Lyrical with Ms. Ali

- Flesh-tone tights
- Flesh-tone Half shoes

Level 4 Ballet with Ms. Krista

- Pink footed tights
- Pink Ballet flats



Level 5 Ballet with Ms. Katy

- Flesh-tone footed tights
- Flesh-tone ballet flats or pancaked Ballet flats

Level 5 Lyrical with Ms. Corinna

- Flesh-tone tights
- Flesh-tone Half shoes

Level 5 Contemporary with Ms. Katy

- Black Tank
- Black bike shorts (no visible logo)
- Black socks



COMPANY

Junior Company with Ms. Ali

- All items will be provided by the Studio

Senior Company with Ms. Katy

- Black Tank
- Black bike shorts (no visible logo)
- Black socks

ETIQUETTE & INFORMATION

WHAT CAN'T I BRING BACKSTAGE?

NO Drinks with food coloring/dye. Only water or clear liquids are permitted backstage.

NO Snacks that could spill or stain. Only bring dry, colorless snacks.

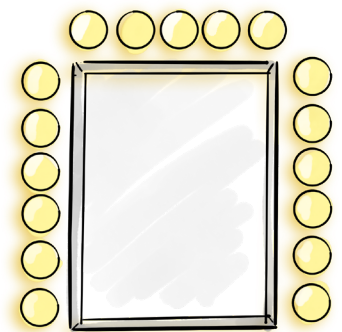
NO Jewelry - Dancers will be asked to remove any jewelry prior to taking the stage and we do not want it to be misplaced during the production.

DRESSING ROOMS & BACKSTAGE

Unlike at previous venues, our dressing & backstage areas will be in a smaller space. As such, we are limiting the people allowed to be backstage to performers, volunteers and staff only.

Dressing areas have been assigned according to the lineup and quick changes. There will be chaperones for Level 3 and below to assist dancers who have quick changes. Please reach out directly to the studio with any questions.

Dancers will be at a close proximity to one another so please be mindful of all belongings. Additionally, loud noises can carry, especially in this venue setup. Please be mindful of volume control while in the backstage areas.



FINAL BOW

Due to space constraints on stage, there will be no group bow at the end of the show. Instead, each piece will bow individually following their dance performance. As a reminder, each dancer needs to be checked out by a parent/guardian before leaving the backstage of the convention center. That includes if your dancer will be watching the rest of the show in the audience.

VOLUNTEER OPPORTUNITIES

Parent Volunteers and Backstage Help

Many hands make light work! There are many opportunities, big and small, to volunteer for the Winter Showcase. If you are interested, please stop by the front desk to sign up or contact us at: konadanceandperformingarts@gmail.com.

Dec. 13 - Dress Rehearsal at Studio

- Check-in/out Desk
- Dress Rehearsal chaperones
- Dance Floor Marley pulling & transfer volunteers

Dec. 15 at Studio

- Dance Floor Marley laying volunteers

Dec. 14 at Convention Center

- Dance Floor Marley laying, pulling & transfer volunteers
- Backstage Check in/Check out desk
- Backstage/Dressing Room chaperones
- Ticket Scanners
- Ushers
- Clean Up crew

TICKET INFORMATION

WINTER SHOWCASE TICKETS

Tickets are available at Kona Dance and Performing Arts' website (Scan the QR Code below to purchase). See the chart below for seating accommodation tiers that are available.

ADULTS - \$40.⁰⁰ ea.
(Includes Validated Parking)

KEIKI - \$20.⁰⁰ ea.
(12 and Under)



ADMISSION INTO THE CONVENTION CENTER
REQUIRES A TICKET FOR EVERY PERSON

If for any reason you need to leave the venue during the show, we kindly ask that you do so between dance pieces. If you are checking your child out early to join you in the audience, we suggest purchasing aisle seats to limit disruption as much as possible.

Questions? Contact us!

Thank you so much for taking the time to look over this year's Winter Showcase Performance Handbook. Your questions and feedback are important to us! Please reach out with any questions you may have about the concert, upcoming events or dance programs.

Mahalo,

Ali Drummond - Artistic Director

alidrummond@konadanceandperformingarts.org

808.657.4473