YYSO
YORK YOUTH SYMPHONY ORCHESTRA

2020-2021

MEMBERSHIP HANDBOOK

UPDATED SEPTEMBER 11, 2020

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Membership in the York Youth Symphony Orchestra

The York Youth Symphony Orchestra operates based on having dedicated and highly motivated membership. Because this orchestra is committed to excellence, each member must contribute his/her best. An important part of the experience in the YYSO is the satisfaction of creating fine music through the combined efforts of all the members of the orchestra.

Members of the YYSO must also be active and in good standing with their school's music organizations. In cases where extenuating circumstances prevent student artists from being active in their school's ensembles, a written letter of permission to be a member of the YYSO must be obtained from the local band or orchestra leader. In the event that a student and their school director are not able to resolve this issue, the YYSO Music Director/Conductor should be contacted and the matter will be addressed by the YYSO Music Director/Conductor with the school conductor.

Contact Information

Mailing Address

The Appell Center for the Performing Arts
50 N. George Street, 3rd Floor
York, PA 17401

YYSO Staff

Brian Buterbaugh, Brian.Buterbaugh@yorkyouthsymphony.org
Music Director & Conductor

Roth J. Preap, Roth.Preap@yorkyouthsymphony.org
Operations & Personnel Manager

Website: www.yorkyouthsymphony.org

Like us on Facebook: York Youth Symphony Orchestra

Follow us on Instagram: @yorkyouthsymphony

See us on YouTube: https://www.youtube.com/channel/UC9thy7EQWMYfIkZVlEIQ0yA

Policies and Expectations

YYSO CODE OF CONDUCT

Whether rehearsing or performing with your YYSO ensemble, you are responsible for the following:

1. Complete Member Information forms and pays all fees promptly.
2. Regular attendance at rehearsals and performances.
3. Notify Roth J. Preap in writing in advance of any absence.
4. Students should be on stage NO LATER than 8:25 and should be thoroughly warmed up before rehearsal beings.
5. Be respectful of the concertmaster/mistress and the tuning process
6. Stop playing when the Music Director/Conductor stops and listen carefully.
7. Be courteous when the Music Director/Conductor is working with others by not talking.
8. Except for tuners, NO electronic devices are permitted on stage. Use of electronic devices during the rehearsal dishonors the rehearsal process. Even if not playing, members are still to remain mentally involved and engaged.
9. Maintain YYSO property with care; pay for any damage or loss.
10. Follow the official Concert Dress Code for the orchestra's performances.
11. Leave candy, gum, and soda at home.
12. Leave homework at home—unless the rehearsal schedule permits leaving the rehearsal area.
13. Accept dismissal if, after consultation with the Music Director/Conductor, these requirements are not met.
14. It is expected that students are prepared for rehearsals. This includes string players acquiring updated bowings if they missed the last rehearsal. Failure to consistently prepare for rehearsals may result in seat demotion at the full discretion of the music director, with the consultation of the board.

The first violation will result in a verbal warning from your Music Director and/or onsite YYSO staff.
The second violation will result in a call to member's family from the YYSO Board President.
The third violation will result in probation and possible dismissal from YYSO.

BULLYING AND HARASSMENT POLICY

The YYSO is dedicated to creating a safe, secure, and inclusive space for all our members at our rehearsals, concerts, and events.

Definition

Bullying may be a repeated behavior and involves an imbalance of power. The behavior may be motivated by an actual or perceived characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status.

Bullying behavior can be:

1. **Physical** (e.g. assault, hitting or punching, kicking, theft, threatening behavior)
2. **Verbal** (e.g. threatening or intimidating language, teasing or name-calling, racist remarks)
3. **Indirect** (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet – also known as cyber-bullying)

Prohibition

YYSO prohibits all bullying of all forms and types. Bullying behavior is prohibited in all YYSO events and under YYSO supervision. Supervision or expulsion from the organization are possible consequences for individual found to have taken part in these behaviors.

ATTENDANCE

The very nature of participation in a performance group means that members shall:

- Attend all rehearsals and concerts.
- Prepare adequately during the week.
- Cooperate in the group effort to achieve superior musical results.
- Attendance at dress rehearsals are mandatory!

ABSENCES

All absences will be recorded at every rehearsal and performance. It is the member's responsibility to provide Roth J. Preap with all the necessary information in writing/email prior to the absence. Failure to provide this information will result in the absence being considered unexcused. **Unexcused absences will not be tolerated**. Arriving late to rehearsal counts as 1/2 an absence, leaving early counts as 1/2 an absence. Late arrivals and early leave must also be reported in advance to the Roth J. Preap. Failure to do so will result in the late arrival/early leave being considered unexcused.

Reporting an Absence

If you are going to be late, leave early, or absent from a YYSO rehearsal, please fill out our Absence Report Form. Some absences may be excused, including:

- School music activities
- Music Festivals
- Illness or related family emergencies
- Necessary family issues
- College visits (Please note: It is preferred that college visits be scheduled during weekends when YYSO does not rehearse.)

For the integrity of the Orchestra, any activity that will require frequent absences could jeopardize the member’s position in the orchestra. Prior to each rehearsal series, members must notify Roth J. Preap if an excessive absence is expected.

Action & Consequences

After a second absence per concert, of any kind, the Music Director/Conductor will review the member's status in the orchestra and may take appropriate action, which could include:

- Loss of position within the section.
- Ineligibility to play that concert.
- Dismissal from the orchestra.

School Ensemble Participation

As a YYSO member, you are encouraged to remain an active participant and role model in your school music ensemble(s). YYSO supplements but cannot replace your school music program. Participating in both a school music program and the YYSO provides many benefits to young musicians, including experience performing a variety of musical styles, development of technique and musicianship, and the opportunity to work different directors, educators, and peers.

Every attempt is made to avoid scheduling conflicts with school events and other music organizations in York County. Please compare the rehearsal and concert schedule with your school events calendar before the first rehearsal and note all conflicts by filling out our Absence Report Form and discussing the conflicts with the YYSO staff.

Private Lessons

YYSO musicians are expected to pursue private lessons. The YYSO is willing to provide a list of teachers in the York County area to our current members only. These lists are a courtesy and YYSO does not endorse or vouch for one private teacher over another and is not responsible for the quality of instruction, qualifications of teachers, determination of fee structure, or any behaviors of teachers working outside of YYSO.

Challenges

Challenges will be allowed at the discretion of the Music Director/Conductor. Challenges will NOT be allowed in the two weeks prior to a concert AND not before the 3rd rehearsal of any concert series. One week's notice must be given to the member being challenged. The Music Director/Conductor will preside over the challenge. The members will abide by the Music Director/Conductor's decision.

Tuition

We are committed to providing all students in our community the same exceptional experience no matter their financial means. To create a more accessible orchestra and community, we are offering students the chance to pay what they can afford. Tuition covers venue costs, sectionals, rehearsals, concerts, and masterclasses.

Parents and students will be able to decide the suitable way to pay the YYSO's suggested tuition cost.

1. Suggested YYSO Tuition Rate - This option will allow you to pay the full suggested tuition rate of $175.00.

2. Three Installments of $58.33 - This option will be billed in three equal payments over the course of the 2020-2021 season. Every three months you will be billed $58.33, totaling $174.99 over the course of nine months.
3. “Pay what you can” – You can choose the amount you can contribute. It can be greater or less than the YYSO's suggested tuition price.

Note: All tuition payments are non-refundable

Payment Methods

Tuition payments may be submitted online through PayPal, or in the form of check, money order, or credit card (MasterCard, Visa, American Express, and Discover). Please be sure to include the YYSO member's full name (first and last) on each check or money order. Any bank fees resulting from a returned check are the responsibility of the paying party.

Full tuition payments must be completed by the due date indicated on the registration form. If this presents a hardship, payment plans are available. Please contact Roth J. Preap at 717-495-3224 for details. **Members will not be permitted to attend rehearsal without a tuition payment or payment plan in place.**

YYSO Member accounts with an outstanding balance on January 30, 2021 will be subject to review and possible probation.

Concert Dress

Young Women - all black attire

- Long black dress with 3/4 length or long sleeves
- Long black skirt (no slits) and 3/4 length or long sleeve black blouse
- Black palazzo pants and 3/4 length or long sleeve black blouse
- Black Shoes with dark or flesh-colored Hose

Young Men

- Black suit or tuxedo
- White shirt
- Black bow tie
- Black shoes
- Black socks

More About YYSO

Stanley L. Gladfelter Scholarship

This scholarship will be presented to one deserving senior member of the YYSO who intends to major in music in college. It will be given for outstanding effort and dedication toward promoting music to others as well as devotion and hard work in developing personal musical skills. It will not necessarily be given on financial need or excellence in performance.

Application Requirements:

To apply for the Stanley L. Gladfelter College Scholarship, you must be a high school senior planning to pursue a course of study in a music-related field. These scholarships are a one-time gift issued for the fall semester following the recipient's final year of high school.

Application Due Date: Saturday, March 20, 2021

Summer Camp Scholarship

Scholarships are granted for summer music camp attendance for the purpose of improving the student's ability - the goal being the improvement of the York Youth Symphony.

Application Due Date: Saturday, March 20, 2021

Concerto Competition

Each year, the YYSO holds a Concert Competition for its members. Winners of the Competition perform their selection with the full orchestra at Winter or Spring Concert.

Guidelines

1. The Concerto Competition is open to all members in good standing of the YYSO, with all tuition paid.
2. Members may win the Competition one time only.
3. Members shall compete on the instrument they normally play in the YYSO.
4. All contestants must provide their own accompanist.
5. The Concerto Competition is a live competition only. No recorded auditions will be accepted.

Repertoire Guidelines

1. Contestants must audition on the Concerto they would like to perform with the Orchestra.
2. The piece should be no longer than 20 minutes in length. In many cases this will mean performing only one movement of a standard concerto or a shorter work with orchestral accompaniment playable by the YYSO.
3. Please confirm your music selection with the Music Director/Conductor prior to the Concerto Competition auditions
4. *Application Due Date: Saturday, February 13, 2021*

Fundraising and Donations

YYSO tuition fees are not enough to cover our operational costs. We also rely on individual donations, concert program advertisements, and YYSO concert ticket and merchandise sales to help pay our excellent staff, to support our outstanding performances, and continue building our music library.

You can help support YYSO by:

- Advertising your place of business in our concert program during the 2020-2021 season
- Considering a matching gift with your employer
- Making a personal donation, naming a senior scholarship, or considering a commemorative giving opportunity as outlined on our website

YYSO is a certified 501(c)(3) charitable organization, and as such, all contributed donations are tax deductible as prescribed by law.

Family Information

Family Meetings

Family meetings are scheduled at the beginning of every YYSO season. Please refer to your YYSO Ensemble Schedule for your specific meeting date and time. These meetings are an opportunity to get to know your YYSO Staff, learn more about the season, and ask questions.

Family Support

For our members to benefit from everything YYSO has to offer, we need our families to assist with their children's participation as follows.

- Read all emails and materials from the YYSO and respond in a timely manner when requested
- Plan for your family to attend each of your child's YYSO concerts
- Stay informed through our website and social media channels
- Ensure prompt arrival and departures from rehearsals and concerts
    - Members are expected to arrive at least 10 minutes prior to the start time for each rehearsal
    - Members must be picked up no later than 15 minutes following the end of rehearsal or performance (except if you have another child in the York Junior Symphony Orchestra)
- Support full attendance of your child at all rehearsal and events by avoiding conflicts between family plans and YYSO activities whenever possible
- Support your child's private lesson, practice routine, and participation in school music activities
- Provide a nut-free snack for your child at rehearsal
- Introduce people to the YYSO, including families of prospective students, and help grow our audience base by bringing friends to your child's concerts.
- Speak to the YYSO Staff regarding any concerns surrounding your child's participation. The sooner we are aware of your concerns, the better chance we have of resolving them successfully.

Emergency Cancellations

Please check our website, email, Facebook, and Instagram for emergency cancellations of a rehearsal or performance due to inclement weather or other circumstance beyond our control. YYSO will make every effort to schedule make up rehearsal as needed.

At the latest the YYSO Staff will announce a cancellation of rehearsal by 6:30 a.m. on the scheduled rehearsal date.

Lost and Found

A lost and found bin is in the YYSO Office and contains items collected at YYSO rehearsal, concerts, and events. Please contact Staff to request misplaced items as soon as possible. Unclaimed items are donated at the end of each season.

RELEASE OF LIABILITY FOR YYSO PARTICIPANTS

READ BEFORE SIGNING

IN CONSIDERATION OF my child/ward being allowed to participate in any way in the York Youth Symphony Orchestra related events and activities, the undersigned acknowledges, appreciates, and agrees that:

The risks of injury and illness (ex: communicable diseases such as MRSA, influenza, and COVID-19) to my child from the activities involved in these programs are significant, including the potential for permanent disability and death, and while particular rules, equipment, and personal discipline may reduce these risks, the risks of serious injury and illness do exist; and,

1. **FOR MYSELF, SPOUSE, AND CHILD, I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS**, both known and unknown, **EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASES** or others, and assume full responsibility for my child's participation; and,
2. I willingly agree to comply with the program's stated and customary terms and conditions for participation. If I observe any unusual significant concern in my child's readiness for participation and/or in the program itself, I will remove my child from the participation and bring such attention of the nearest official immediately; and,
3. I myself, my spouse, my child, and on behalf of my/our heirs, assigns, personal representatives and next of kin, **HEREBY RELEASE AND HOLD HARMLESS** York Youth Symphony Orchestra its directors, officers, officials, agents, employees, volunteers, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event ("Releasees"), **WITH RESPECT TO ANY AND ALL INJURY, ILLNESS, DISABILITY, DEATH**, or loss or damage to person or property incident to my child's involvement or participation in these programs, **WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE, to** the fullest extent permitted by law.
4. I, for myself, my spouse, my child, and on behalf of my/our heirs, assigns, personal representatives and next of kin, **HEREBY INDEMNIFY AND HOLD HARMLESS** all the above Releasees from any and all liabilities incident to my involvement or participation in these programs, EVEN IF ARISING FROM THEIR NEGLIGENCE, to the fullest extent permitted by law.
5. I, the parent/guardian, assert that I have explained to my child/ward: the risks of the activity, his/her responsibilities for adhering to the rules and regulations, and that my child/ward understands this agreement.

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I, FOR MYSELF, MY SPOUSE, AND CHILD/WARD, HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT WE HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Name of Child/Ward:

_____

Name of Parent/Guardian 1:

_____

Parent/Guardian Signature 1:

_____

Date Signed:_____

Name of Child/Ward:

_____

Name of Parent/Guardian 2:

_____

Parent/Guardian Signature 2:

_____

Date Signed:_____

UNDERSTANDING OR RISK

I understand the seriousness of the risks involved in participating in this program, my personal responsibilities for adhering to rules and regulation, and accept them as a participant.

Name of Child/Ward: _____

Signature of Child/Ward: _____

Date Signed:_____

STUDENT MEDIA CONSENT AND RELEASE FORM

Throughout the season, students may be highlighted in efforts to promote YYSO activities and achievements. For example, students may be featured in materials to increase public awareness of our programs through newspapers, radio, TV, the web, DVDs, displays, brochures, and other types of media.

I, as the parent or guardian of _____, hereby give YYSO and its employees, representatives, and authorized media organizations permission to print, photograph, and record my child for use in audio, video, film, or any other electronic, digital and printed media.

a. This is with the understanding that neither YYSO nor its representatives will reproduce said photograph, interview, or likeness for any commercial value or receive monetary gain for use of any reproduction/broadcast of said photograph or likeness. I am also fully aware that I will not receive monetary compensation for my child's participation.
b. I further release and relieve YYSO, its Board of Directors/Trustees, employees, and other representatives from any liabilities, known or unknown, arising out of the use of this material.

I certify that I have read the Media Consent and Release Liability statement and fully understand its terms and conditions. Please understand that failure to return this release form within ten (10) business days from the date of distribution will constitute approval of the above requests.

Please Print Name of child _____ Grade_____

Address _____

City, State, Zip_____

Signature of parent or guardian _____

Date_____ Phone Number _____

YYSO COVID-19 PLAN

2020 - 2021 Season

WHAT IS COVID-19?

Corona viruses (CoV) are a large family of viruses and causes illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV).

MOST COMMON SYMPTOMS:

- Fever
- Tiredness
- Dry cough

Some people become infected but don't develop any symptoms.

Most people (about 80%) recover from the disease without needing special treatment.

WHO'S AT RISK:

- **OLDER PEOPLE**
- PEOPLE WITH UNDERLYING MEDICAL PROBLEMS LIKE HIGH BLOOD PRESSURE, HEART PROBLEMS, DIABETES, ASTHMA.

WHAT TO DO:

When you experience symptoms, seek medical attention immediately.

2020 - 2021 YYSO COVID-19 Plan

Rehearsal Preperations:

- Chairs will be distanced 6 ft apart
- Chairs & percussion equipment will be wiped down before & after rehearsals.
- 24 musicians of less per room.
- Additional masks and masks with slits will be provided if needed.
- Hand sanitizer will be available
- Materials & cases will be kept near student chairs.
- Please consider volunteering.

COVID-19 Exposure/Diagnosis:

If your child is exposed to someone who tests positive OR tests positive for COVID-19, please inform the board immediately.

The board will inform families if there is a positive exposure or positive diagnosis of COVID-19, keeping anonymity of the diagnosed individual(s), within the orchestra.

The board will follow shut down procedures as necessary.

COVID-19 Screenings:

Tempertures and attendance will be taken at the door.

Please do not attend rehearsal if you can answer "YES" to these questions:

- *Are you feeling ill or exhibiting any COVID symptoms?*
- *Have you tested positive for COVID-19?*
- *Have you been tested for COVID-19 and are waiting results?*
- *Have you come in contact with anyone who has tested posiitve with COVID-19?*
- *Have you been out of state in the past two weeks?*

Families will be asked to complete a COVID-19 Liability Form

2020 - 2021 YYSO COVID-19 Plan

Face Coverings:

Face coverings are required by all individuals involved with the YYSO (musicians, staff, board members, volunteers).

Face coverings with slits are required for wind players (flutes may use these or flute shields).

Please see a board member if you or your musicians is exempt due to Section 3 of the Face Coverings Order:

Individuals who cannot wear a mask due to a medical condition, including those with respiratory issues that impede breathing, mental health conditions, or disability.

What to Bring to Rehearsals:

1. Music Stand
2. Instrument
3. Music
4. Face covering
5. Winds: Bell covers
6. Percussion: Individual sticks

Contact Info

YYSO Board
Info@yorkyouthsymphony.org

Roth J. Preap
Roth.Preap@yorkyouthsymphony.org
(Cell) 717.495.3224