

# Longmont Youth Symphony Handbook

## 2018-2019

### Introduction

Congratulations and welcome to the Longmont Youth Symphony (LYS)! This season our orchestra will work together to improve our individual and collective musical skills. Our expectation is that students work hard rehearsing their music; perform at their best for the enjoyment of the community; and most of all, be proud of their developing musical abilities and have FUN!

The purpose of this handbook is to give members of the Longmont Youth Symphony information about our philosophy, policies, expectations, and procedures.

### General Information

The purpose of the Longmont Youth Symphony is to provide a resource for young people wishing to further develop their musical abilities under the guidance of professional musicians. The LYS is a community-based musical organization featuring young musicians from the St. Vrain Valley and surrounding areas. LYS welcomes elementary, middle, and high school musicians to audition; students need not be Longmont residents. We are one organization which encompasses three individual ensembles:

**Longmont Youth Symphony Orchestra (LYSO):** Our top honors symphonic orchestra comprised of our most advanced strings, winds, brass, and percussion players. This ensemble is under the direction of Mr. Keynes Chen. Rehearsals take place every Saturday from 9:00 am - 11:45 am.

**Longmont Youth Strings Ensemble (LYSE):** A strings only ensemble. This ensemble is under the direction of Mrs. Katarina Schmitt. Rehearsals take place every Saturday from 9:00 am - 10:30 am.

**Longmont Youth Wind Ensemble (LYWE):** A wind and brass ensemble. All wind players in the LYSO are also required to participate in LYWE. This ensemble is under the direction of Mr. Sean Kemp. Rehearsals take place every Saturday from 9:00 am - 10:30 am.

### Placement Philosophy

The Music Directors methodically make placement decisions based together on playing ability and the current needs of each ensemble. Students are ranked by audition and placed in the ensemble most closely matching their musical skills, including superiority of tone, technical ability, intonation, vibrato, dynamic contrast, range, articulation, phrasing, rhythmic integrity, expressive style, and overall accuracy.

It is important to note that **simply meeting the printed requirements of an ensemble does not guarantee placement.** Striving to provide the best educational experience for students, we take a

holistic look at each audition and determine the most suitable placement for cultivating growth. Regardless of which ensemble students perform with, they all experience the richness of LYS's uniquely rich and meaningful educational approach.

*LYS does not discriminate on the basis of race, ethnicity, national origin, religion, sexual orientation, or gender identity/expression.*

## **Orchestra Philosophy**

The Youth Symphony provides a resource for young musicians to further develop and excel in their musical abilities through the guidance of professional leadership and direction. By doing so, we enable our youth to entertain, educate, and expand appreciation for music within the community.

## **Musical Expectations**

Admission to all LYS ensembles is based on audition. All students are expected to prepare two contrasting musical selections. Additionally, you are expected to prepare one major scale and one minor scale covering your full range. Applicants may be asked to re-audition on a later date if the Audition Committee believes that additional technical proficiency is needed. The Music Director makes the final decisions with input from the Audition Committee.

LYS acknowledges the indispensable role that community schools play in providing students with the desire, interest, and musical development necessary to participate in an honors orchestra. To that end, it is the intent of the LYS that every member who attends a school that offers music programs participates in those programs. We recognize that extenuating circumstances will sometimes occur. In this case, we ask the student and parent to write a statement to the LYS Board explaining the reasons he/she may be unable to participate in such a program. The Board will review the statement, may ask to speak to the member directly, and will notify the member of its decision.

Once the music has been assigned, you are expected to learn your part prior to the next rehearsal. Technically difficult sections may be identified for special attention, and you are encouraged to take the music to your private teachers. Remember, rehearsal is not where you learn your parts but rather where ensemble playing is perfected and music is created. **Please note that LYSO musical selections will be posted on our website at least one week prior to each concert cycle for members to [download](#) and print.** Members are expected to be well prepared for the first rehearsal of each concert cycle.

You will be challenged with difficult music over the course of the season. The Music Directors strongly advise that you seek the assistance of your private music teachers to help you learn your parts. It is recommended that all members of the orchestra study privately with a qualified teacher. If you are not currently taking private lessons, LYS would be happy to refer you to qualified teachers.

## **Rehearsal Preparation and Responsibility**

Rehearsals begin promptly at 9:00 am. Students are expected to be in their seats at least five minutes prior to the start of rehearsal to set-up, tune their instruments, and be prepared to start rehearsing at 9:00.

- All members are expected to come prepared to rehearsal with a pencil including an eraser, instrument, and their own music.
- All members are expected to regularly attend rehearsals.
- All members are expected to pay attention to all music directors during rehearsal.
- All members are expected to show respect and courtesy towards conductors, coaches, chaperones, staff members, and other orchestra members.
- Most importantly, members are expected to have fun!

## **LYSO Seating Philosophy**

There will be at least one chair audition prior to each concert cycle (excluding the Side-by-Side concerts, Notes and Noodles concert, and the July 4th concert). The Music Director, on the basis of playing ability demonstrated at chair auditions, will assign principals, assistant principals, and seating for the remaining section players. A successful audition does not always guarantee placement in the front of the section. Strong players are often intermixed throughout the section.

Any member missing a chair audition will be seated at the back of his/her section for the remainder of that concert cycle. If multiple members from one section miss an audition, it is up to the Music Director, based on his/her best judgment of those members' performance abilities, to determine the seating of those members for the duration of that concert cycle.

If you must miss a seating audition, a live online audition may be counted as a valid chair audition with the approval of the Music Director. The online audition must be conducted **prior** to the actual chair audition date.

Members are urged to remember that all players are essential to the quality of the orchestra and that seating placement does not reflect a member's ability and value. Players having any questions or concerns with their seating should talk with the conductor. Every attempt will be made to resolve seating problems to the satisfaction of all involved parties. The final decision on all seating matters rests with the Music Director.

## **Concert Preparation and Responsibility**

Our goal is to make excellent music together. All Longmont Youth Symphony ensembles are honors-level. In large part, the quality of an orchestra is determined by the quality of its participants—individual musicians. Therefore, each musician must be committed to working together in order to make excellent music as a whole. We have high expectations of our student musicians; we require a high level of responsibility, discipline, and dedication to being prepared for concerts. The Music Director reserves the right to remove you from a concert cycle if they feel your preparation level does not meet expectations.

## Concerts and Dress Code

Concerts represent the culmination of our members' work. It is important that members have mastered their music and carry themselves in a professional manner. To that end, members are to be on stage and seated by five minutes prior to the concert.

Each season, LYS ensembles present the following concerts:

- Fall Concert (October 7, 2018)
- Notes & Noodles chamber music fundraiser (November 17, 2018)
- Spring Concert (March 3, 2019)
- Finale Concert (May 19, 2019)
- July 4 Concert in the park (July 4, 2019)

Orchestra members are expected to wear concert dress at our Fall, Spring, and Finale Concerts:

- LYSO, LYWE, and LYSE Ladies: black shirt, black skirt/slacks, black shoes and black hosiery. Please refrain from excessive accessories.
- LYWE, and LYSE Gentlemen: black shirt, black pants, black shoes and black socks.
- LYSO Gentleman: Full Tuxedo, or all black with black bow tie; black shoes and socks.

The Music Director will review concert etiquette (e.g., dress, tuning order, etc.) prior to each concert. If you are unsure whether your outfit is appropriate, please ask in advance.

## Attendance

Attendance is expected at all rehearsals. The participation of all orchestra members in every rehearsal is critical in the preparation for the orchestra's performance. While it is recognized that there may be times where there is a scheduling conflict, all absences can adversely affect the preparation of the orchestra as a whole.

### **Attendance at dress rehearsals is mandatory for concert participation.**

Two absences in a concert cycle will result in the musician having to re-audition for the Music Director for that concert. Three absences may disqualify the player from the upcoming concert. Late arrivals and early dismissals from dress rehearsals are not permitted.

All absences, tardiness, or early dismissal for legitimate reasons must be presented to the Music Director and Executive Director in writing at least two weeks in advance. LYS supplies these forms at all orchestra rehearsals and on the [website](#).

Absences due to illness or emergency must be reported to the Executive Director before the beginning of said rehearsal or performance.

More than two unexcused absences in a season may be grounds for dismissal from the orchestra. Note that tardiness or absence due to misreading (or not reading) the schedule will be considered

unexcused.

## **Family Requirements**

Our goal is to offer our students the best possible experience. We depend on, and are grateful for, the dedication and hard work of our volunteers! We have many opportunities for volunteers to lend their time and talents, including writing grant applications, seeking corporate and private sponsorships, and various ongoing fundraising activities. Successful fundraising helps to keep our tuition affordable. We encourage active volunteer participation to assist with the operation of the organization and the orchestras.

Five volunteer hours are required per season, per family. The following volunteer opportunities are available to you:

- Notes and Noodles Fundraiser (many options available)
- Silent Auction (many options available)
- LYS Concerts (many options available)
- Board of Directors Membership
- LYSE Muffin Morning Donation
- LYSO Retreats (many options available)
- Participation in the King Soopers Gift Card Fundraiser
  - If your family averages at least \$500 in reloads every month, you are EXEMPT from volunteer hours!!
- Securing concert sponsorship or other monetary donations to LYS

If you prefer not to volunteer, a \$200 cash donation allows your family to opt out of volunteer service. If you do not fulfill your 5 volunteer hours each season, your family will be charged a fee of \$50 per unfulfilled hour.

In addition, each family is required to donate two items with a minimum value of \$25 each to our Silent Auction. You are encouraged to solicit items from local businesses for the auction. If your family chooses not to make a donation, a \$50 donation will be required.

## **Fees**

Tuition covers only a portion of the overall operating expenses for the LYS organization. The remaining funding comes from grants, donations and fundraising activities. Tuition for each ensemble is determined by the LYS Board of Directors.

- A \$100 tuition deposit is due on August 1.
- Tuition balance for the full season is due on the date of the first rehearsal. There will be a late fee of \$25 charged for any tuition balances not accounted for by the second rehearsal.
- Payment options are available. Please contact the Executive Director for details.

- Deposits and tuition are non-refundable.

The LYS Board does not want its fees to prevent qualified students from playing in the orchestra. A limited scholarship fund is available to those who qualify. [More information can be found by visiting our website.](#)

Each musician will be provided with a copy of the music and will be held responsible for these parts. There will be a minimum of \$5.00 replacement fee for each lost and/or damaged non-public-domain original part.

## **Contact Information**

If you need to contact the Longmont Youth Symphony, please contact the LYS Executive Director directly.

Kristen Beeman: [info@longmontyouthsymphony.org](mailto:info@longmontyouthsymphony.org) 303-351-1452

### Acknowledgement

As a member/parent/guardian of the Longmont Youth Symphony, I have read, understand and agree to follow the guidelines, terms and expectations set out in this LYS Handbook.

I agree to actively participate in activities/events in support of the Longmont Youth Symphony, such as ticket sales, fundraising, logistics, direction and/or other, whenever possible.

I have read and understand the above:

Member's Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Fiduciary Acknowledgement

As a member/parent/guardian of the Longmont Youth Symphony, I have read, understand, and agree to the tuition and fee guidelines set out in this LYS Handbook.

I acknowledge that all monies paid to the Longmont Youth Symphony are non-refundable for any reason.

I have read and understand the above:

Member's Printed Name:

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## 2018-2019 Season Schedule

### August 2018:

- August 25th -- Auditions 9:00 am - 11:30 am

### September 2018:

- September 8th -- 1st rehearsal; Parent meeting (9:30 – 10:30)
- Sept. 14th and 15th -- LYSO Fall Retreat at First Lutheran Church
- Sept. 15, 22 and 29 -- regular rehearsals

### October 2018:

- Oct. 6th -- regular rehearsal
- **Oct. 7th -- Fall Concert at Longmont High School**
  - LYSO Warm-Up Rehearsal 10:30am – 11:40am
  - LYWE Warm-Up Rehearsal 11:45am – 12:35am
  - LYSE Warm-Up Rehearsal 12:40pm – 1:30pm
  - Parent volunteers begin to arrive 1:15pm; Doors open 1:30pm
  - Concert begins 2:00pm
  - Parent volunteers help with clean-up, usually finished by 4:30pm
- Oct. 13th and 20th -- regular rehearsal
- Oct. 23rd and 26th -- LYSO Dress Rehearsal with BSO 7:00 pm
- Oct. 27th -- LYWE and LYSE regular rehearsals
- Oct. 27th -- LYSO/BSO Side-by-Side Halloween Concert 1:00 pm

### November 2018:

- Nov. 3rd, 10th, and 17th -- Regular rehearsals, including prep for Notes & Noodles
- **Notes and Noodles Nov. 17 5pm**
- Nov. 22nd -- Thanksgiving Day
- Nov. 24th thru Dec. 29th -- Winter Break, no rehearsals

### December 2018:

- No rehearsals, winter break
- December 8 -- Mid-Season Auditions 9:00 am-12:00 pm

### January 2019:

- Jan. 5th -- Resume regular rehearsals
- Jan. 12th, and 19th -- Regular rehearsals
- Jan. 17th -- LYSO Dress Rehearsal with LSO: 7:00 pm
- Jan. 18th -- LYSO Dress Rehearsal with LSO: 7:00 pm
- Jan. 19th -- LYSO/LSO Side-by-Side Concert and Silent Auction 4:00 pm
- January 26th -- Regular Rehearsal and Open House Rehearsal

### February 2019:

- Feb. 2nd thru 23rd -- Regular rehearsal

### March 2019:

- March 2nd -- Regular rehearsals
- **March 3rd -- Spring Concert**
  - LYSO Warm-Up Rehearsal 10:30am – 11:40am
  - LYWE Warm-Up Rehearsal 11:45am – 12:35am

- LYSE Warm-Up Rehearsal 12:40pm – 1:30pm
- Parent volunteers begin to arrive 10:30am
- Doors open 1:30pm, Concert begins 2:00pm
- Parent volunteers help with clean-up, usually finished by 4:30pm
- March 9th -- Regular rehearsals
- March 16th through March 30th -- Spring Break (no rehearsals)

**April 2019:**

- April 6th -- Regular rehearsals
- April 13th -- LYSE and LYWE regular Rehearsals
- April 13th thru 14th -- LYSO Spring Retreat at First Lutheran Church
- April 20th and 27th -- Regular rehearsals

**May 2019:**

- May 4th -- Regular rehearsal and Open House Rehearsal
- May 11th, and 18th -- Regular rehearsals
- May 18th -- End of Season Picnic at 12:30 pm
- **May 19th -- Season Finale Concert**
  - LYSO Warm-Up Rehearsal 10:30am – 11:40am
  - LYWE Warm-Up Rehearsal 11:45am – 12:35am
  - LYSE Warm-Up Rehearsal 12:40pm – 1:30pm
  - Parent volunteers begin to arrive 1:15pm; Doors open 1:30pm
  - Concert begins 2:00pm
  - Parent volunteers help with clean-up, usually finished by 4:30pm

**June 2019:**

- June 1st and 2nd -- Auditions for 2019-2020 Season (First Lutheran Church)
  - Saturday – 9:00am – 4:00pm
  - Sunday – 1:00pm – 4:00pm

**July 2019:**

- **July 4 -- Concert in the Park (rehearsals TBD)**
  - Call time: 11:15
  - Concert begins at 12:00 pm



