



Preparatory Strings • Sinfonia • Philharmonic • Youth Symphony

# 2023-2024 MEMBERSHIP HANDBOOK

**Office/Mailing Address:**

Amarillo Symphony  
301 S. Polk St., Suite 700  
Amarillo, TX 79101

or

**Contact:**

[www.amarillosymphony.org](http://www.amarillosymphony.org)  
Phone: 806-376-8782 • Fax: 806-376-7127

**ASYO Mission Statement:**

*“The Amarillo Symphony strives to provide an accessible opportunity for youth to engage themselves musically and views education as an investment in the lives of each student in the program. Education is an integral aspect of the Amarillo Symphony’s core values and we...continue to provide an opportunity for young musicians to study and enhance their instrumental skills.”*



# I. THE ENSEMBLES

- **PREPARATORY STRINGS** • *Alejandra Attebury, Director*  
The Preparatory Strings ensemble focuses on developing skillful music reading ability including fluid note recognition, rhythmic coordination, and basic instrumental technique. Young musicians build foundational skills necessary to play a broader variety of repertoire. ***Students do not need to audition to join this ensemble.***
- **SINFONIA** • *Matias Arámbula, IV, Director*  
Sinfonia is designed for young string players with reliable music-reading abilities (i.e. left-hand accuracy in first position, basic bowing techniques). Musicians in this ensemble generally have had 1-2 years of playing experience with a school orchestra. ***Admission for all students is by audition only.***
- **PHILHARMONIC** • *Dr. Guglielmo Manfredi, Director*  
The Philharmonic ensemble is an advanced string orchestra ensemble. This group is designed for string players who are learning to master bow control, vibrato, and shifting into higher positions. Students in this ensemble tackle more complex notes, rhythms, and techniques. ***Admission for all students is by audition only.***
- **YOUTH SYMPHONY** • *Dr. Guglielmo Manfredi, Director*  
The Youth Symphony serves some of the most talented young musicians in the Panhandle. This prestigious group rehearses and performs music selected from the standard professional orchestral repertoire. The Youth Symphony propels the Amarillo Symphony's mission of training young musicians to prepare them for a collegiate orchestral experience and beyond. ***Admission for all students is by audition only.***

**All student musicians work weekly with Amarillo Symphony musicians, WTAMU & AC music faculty, Amarillo ISD orchestra directors, and other area educators.**

## II. CONTACT INFORMATION

### ARTISTIC STAFF

Members of the artistic staff do not have office hours or phone extensions at the Symphony office. Although they welcome questions and correspondence from members and parents outside of rehearsals, please send all pertinent correspondence directly relating to the ASYO through the Amarillo Symphony Education staff.

**Alejandra Attebury, Director • Preparatory Strings**

Email: [ale.attebury@gmail.com](mailto:ale.attebury@gmail.com)

**Matias Arámbula, Director • Sinfonia**

Email: [matias.arambula@amaisd.org](mailto:matias.arambula@amaisd.org)

**Dr. Guglielmo Manfredi, Director • Philharmonic & Youth Symphony**

Email: [guglielmo.manfredi@gmail.com](mailto:guglielmo.manfredi@gmail.com)

### AMARILLO SYMPHONY STAFF

The Amarillo Symphony Youth Orchestras are an Education program of the Amarillo Symphony, Inc. Members of the Amarillo Symphony staff are responsible for the administration of the ASYO. These staff members handle the financial, logistical, and communicative aspects of the organization. The Education staff holds regular office hours at the Symphony office.

**Office Location:** Amarillo Symphony  
301 S. Polk St., Suite 700  
Amarillo, TX 79101

**Phone Number:** 806-376-8782

**Website:** [www.amarillosymphony.org](http://www.amarillosymphony.org)

**Larry Lang**

**Executive Director**

Email: [larry@amarillosymphony.org](mailto:larry@amarillosymphony.org)

**Irma-Esther Borup**

**Education & Community Engagement Director**

Email: [irma@amarillosymphony.org](mailto:irma@amarillosymphony.org)

Phone Number: 806-376-8782, x115

**Luigi Bencomo**

**Education Assistant**

Email: [luigi@amarillosymphony.org](mailto:luigi@amarillosymphony.org)

Phone Number: 806-376-8782, x117

### III. COMMUNICATION

#### IN CASE OF EMERGENCY

On occasion, rehearsals or concerts may be cancelled due to inclement weather or public health concerns. **Any decision to cancel an event will not be made until the day of the event.** The following guidelines will help you determine if a rehearsal or concert has been cancelled.

##### 1. INCLEMENT WEATHER

- If **Amarillo ISD** issues an official notification of school cancellation, no additional notification will be necessary to cancel Amarillo Symphony Youth Orchestra events.
- **On weekdays, call the Amarillo Symphony office.** Our Education staff will be able to provide you with the correct information.  
**On weekends, call/email the Amarillo Symphony Education staff.**
- **Check Facebook** – [Amarillo Symphony Youth Orchestra](#) page will have updates.
- **Use your discretion. If you feel the road conditions in your area are unsafe, stay home.** Please notify the Education staff if you will miss a rehearsal due to inclement weather.

##### 2. PUBLIC HEALTH

- **IMPORTANT:** Should a student contract COVID-19 or be instructed to quarantine as a result of exposure, the student will be exempt from further rehearsals until a letter from the City of Amarillo Health Department or other health official is provided, stating the student is eligible to return to normal day-to-day activities.

**Amarillo Symphony office:** 806-376-8782 (*Weekday*)

**Mobile:** 806-367-2845 (*Weekend/After-hours*)

**Email:** [irma@amarillosymphony.org](mailto:irma@amarillosymphony.org)  
[luigi@amarillosymphony.org](mailto:luigi@amarillosymphony.org)

**NOTE:** For immediate assistance the day of a rehearsal or concert, please call (rather than text). Leading up to an event, staff is typically setting up spaces and is more likely to answer a phone call than respond to a text.

#### EMAIL

**IMPORTANT:** Email is the main method of communication between rehearsals. Email addresses are collected from registration forms completed at the beginning of the season. It is imperative that you keep us updated about email address changes.

#### MAILINGS

You will occasionally receive letters and important information via the postal service.

**IMPORTANT:** Please notify the Education staff of any changes to your mailing address(es) or phone number(s) to avoid a delay in receiving relevant information.

# IV. MEMBERSHIP GUIDELINES

## MUSICAL EXPECTATIONS

### 1. SCHOOL PARTICIPATION

ASYO is *not* a substitute for school music programs. ASYO aims to *support and enhance*, not replace, music programs. All ASYO members are expected to participate in their school ensembles, if available. To verify enrollment, students are asked to obtain their school music director's signature. Students will need to submit a **Required Signatures** form to confirm involvement with the school music program relevant to their focus in ASYO.

Home school, private school, and charter school students *are* eligible for membership in the ASYO program. **Where a school ensemble is not available, private lessons are highly recommended.**

### 2. INSTRUMENTS

All students must provide their own instrument.\* Students can borrow an instrument from their school orchestra/band program; or students can purchase/rent an instrument from any one of the music stores in Amarillo:

**Kruno's Violin Shop**  
806-206-2089  
8271 SW 81<sup>st</sup> Ave.  
Amarillo, TX 79119

**Tarpley Music Co.**  
806-352-5293  
3800 W. Interstate 40  
Amarillo, TX 79102

**Music & Arts**  
806-352-2739  
7663 Canyon Dr.  
Amarillo, TX 79110

\* **Percussionists** – In most cases, instruments will be provided; students must provide sticks & mallets.

### 3. AT-HOME PRACTICE & PREPARATION

All students are expected to practice their music at home between rehearsals. Challenging passages should be addressed in lessons with private instructors.

Although not required, private lessons are *strongly encouraged*. For recommendations on private instructors, please call the Amarillo Symphony Education staff – 806-376-8782, x115 or x117.

### 4. CHAIR TESTS

**Preparatory Strings, Sinfonia, and Philharmonic** have regular chair tests led by section coaches. Chair test excerpts are announced during sectionals. Chair tests will be heard by respective section coaches.

**Youth Symphony strings** participate in chair tests (*at least*) once per semester; additional seating auditions may be held and will be announced at the discretion of the Youth Symphony staff.

**Youth Symphony woodwinds/brass/percussionists** will participate in rotating section seating at the discretion of Dr. Manfredi.

**IMPORTANT:** If a musician misses a chair test, the chair test will NOT be rescheduled. The student will sit at the back of the section until the next chair test opportunity.

# ATTENDANCE POLICY

**Attendance will be taken at rehearsal each week.** Attending rehearsals is essential to thorough preparation and good performance; attendance at rehearsals/concerts not only affects the preparation of the individual member, but everyone in the ensemble. **It is important that members take attendance seriously and make every effort to attend all rehearsals.** It is understandable that there will be occasional conflicts that will take precedence over ASYO rehearsals/events.

## 1. SIGN-IN

Students are responsible for physically signing in ahead of each rehearsal and checking in with Education staff before the start of rehearsal.

## 2. ABSENCES & TARDIES

**Musicians are allowed two (2) absences per semester. Two (2) tardies (*arriving after the rehearsal start-time*) will constitute one absence.** Directors reserve the right to pull a student from a performance should they exceed the number of allowable absences leading up to a concert.

Students & parents will be asked to complete a **Student/Parent Contract** at the beginning of each season. Please inform the Education staff of any known absences not listed on the S/P Contract at least one (1) week in advance of any rehearsal. **If a student is sick and unable to attend a rehearsal, please call the Symphony office or email the Education staff prior to rehearsal.**

**IMPORTANT:** Should a student contract COVID-19 or be instructed to quarantine as a result of exposure, the student will be exempt from further rehearsals until a letter from the City of Amarillo Health Department or other health official is provided, stating the student is eligible to return to normal day-to-day activities.

## 3. CONCERTS: DRESS REHEARSAL ATTENDANCE

Attendance at concert dress rehearsals is mandatory. Missing the concert dress rehearsal may result in forfeiting the right to play that concert.

**IMPORTANT:** Only in extreme cases will an absence during concert weekend be considered. Conflicts must be addressed with the Education staff. **Students will have to submit a letter from the organization's director/sponsor whose event conflicts with the ASYO dress rehearsal AND maintain perfect attendance throughout the semester. All concert approvals will be handled by staff on a case-by-case basis.**

# STUDENT EXPECTATIONS & PREPAREDNESS

Students are:

1. **Responsible for physically signing in ahead of each rehearsal** and checking in with Education staff before the start of rehearsal.
2. **Expected to arrive early to sign-in, warm-up, and tune.** Musicians should be seated and ready to play at the designated rehearsal time.
3. **Required to bring a pencil, music, and all necessary accessories to each rehearsal** (*i.e. extra strings, rosin, mutes, rock stops, extra reeds, brass mutes, mallets, etc.*).
4. **Responsible for their own music and folder; lost music may result in a replacement fee.** Folders and sheet music will be provided to each student at the first rehearsal. String players should not rely on stand partners to bring music to rehearsal. Each musician should mark fingerings, bowings, and other notations in their own part.
5. **Asked to keep FOOD or DRINKS out of the rehearsal spaces.**
6. **Expected to turn off all cell phones and electronic devices not pertinent to the rehearsal.** Refusal to turn off personal electronic devices during rehearsal will result in confiscation of the device; all personal property will be returned at the end of rehearsal.

## REHEARSAL TIMES & LOCATIONS *(Subject to Change)*

A detailed rehearsal schedule will be provided to all musicians.

**Preparatory Strings & Sinfonia**  
Mondays *(during the academic year)*  
4:30-6:15 p.m.  
Amarillo College Music Building

**Philharmonic & Youth Symphony**  
Sundays *(during the academic year)*  
**Philharmonic** • 2:30-4:45 p.m.  
**Youth Symphony \*** • 1:30-5:00 p.m.  
Amarillo College Music Building

\* See full Youth Symphony schedule for details.

## DISMISSAL POLICY

Students are expected to behave maturely at all times; misbehavior is not tolerated and may result in immediate dismissal from the organization, from a concert series, or probation. The ASYO reserves the right to dismiss a student for misbehavior, including but not limited to:

- criminal activity during or outside of ASYO rehearsals and events;
- use of profanity or hate speech;
- showing a lack of respect to staff, parents, or other members;
- threatening or disruptive behavior;
- damaging property;
- excessive absences or tardiness

The Amarillo Symphony Youth Orchestra staff will determine disciplinary action on a case-by-case basis. **No tuition refunds are given, even to those who are dismissed from the program.**

## TUITION

**All tuition is non-refundable. ASYO is a commitment to the development of each musician. Even if a student discontinues participation mid-semester, unpaid tuition will still be pursued.**

All funds received may be paid:

**by CHECK, MONEY ORDER, or CASH**

Payable: The Amarillo Symphony

Mail/Deliver: 301 S. Polk St., Suite 700 • Amarillo, TX 79101

**by CREDIT/DEBIT CARD**

Phone: (806) 376-8782, ext. 117 or 115

Online: [ASYO Shopping Cart](#) *(full payments only; payment will show as "Bloomerang")*

Square: swipe your card at rehearsal

**Preparatory Strings\*, Sinfonia\*, Philharmonic \*\* - \$125.00/semester**  
**Youth Symphony \*\* - \$150.00/semester**

\*\* Tuition Assistance & Payment Plans are available for families who qualify.

### 1. SIBLING DISCOUNT

ASYO offers discounted tuition for families with multiple students participating in the program. The discount is available to everyone in our program. *(Ex: child #1 pays full tuition, child #2 receives 10% discount, child #3 receives a 20% discount, etc.).*

The sibling discount will be applied to the final payment, or to the full tuition amount if paying in full at the beginning of the season.



## 2. TUITION ASSISTANCE & PAYMENT PLANS

All members will be eligible for need-based financial aid. No student accepted into the Amarillo Symphony Youth Orchestras will be excluded from the program because of financial need. **All members that receive tuition assistance are expected to maintain excellent attendance and participate for the full year.**

Requests for tuition assistance must be made in writing using the ***Tuition Assistance*** or ***Payment Plan*** applications (*available through the Amarillo Symphony office*), and by including supporting documentation.

If your financial situation changes during the year, you may request special financial aid consideration at that time.

## V. CONCERT INFORMATION

### ASYO CONCERTS 2023-2024

#### **FALL 2023**

Friday, October 13, 2023

Saturday, October 14, 2023

Globe-News Center for the Performing Arts

7:30 p.m. Youth Symphony side-by-side w/  
the Amarillo Symphony

Sunday, November 5, 2023

Globe-News Center for the Performing Arts

2:00 p.m. Preparatory Strings  
Sinfonia

4:00 p.m. Philharmonic  
Youth Symphony

#### **SPRING 2023**

Sunday, March 24, 2024

Globe-News Center for the Performing Arts

2:00 p.m. Full ASYO membership  
w/Midori!

Sunday, April 21, 2024

Globe-News Center for the Performing Arts

2:00 p.m. Preparatory Strings  
Sinfonia

4:00 p.m. Philharmonic  
Youth Symphony

### CONCERT TICKETS

**IMPORTANT:** Each student in the ASYO will receive four (4) complimentary tickets to the Fall concert; families with multiple children in ASYO are eligible to receive four (4) complimentary tickets PER child.

### CONCERT INFORMATION (“MUSICIAN NOTES”)

Approximately 2 weeks prior to each concert, you will receive **Musician Notes** with important concert information. Each sheet will contain the following – *arrival time & location, rehearsal & concert times, dress code, etc.* **These sheets will be distributed at rehearsal AND emailed to you.**

### CONCERT ATTIRE

**Students who fail to adhere to the acceptable concert dress code may be excluded from the performance.**

#### 1. PREPARATORY STRINGS, SINFONIA, PHILHARMONIC

**White on top, black on bottom –**

- long-sleeved white blouse **or** long-sleeved, collared, button-down white shirt
- long black tie (*for collared shirts*)
- black skirt (*mid-calf or longer*) **or** black dress slacks w/black belt
- black socks **or** tights
- black dress shoes
- No metallic or light colored buttons, trim, or visible jewelry.

#### 2. YOUTH SYMPHONY

**All black attire –**

- long-sleeved black blouse **or** long-sleeved, collared, button-down black shirt
- long black tie (*for collared shirts*)
- black skirt (*mid-calf or longer*) **or** black dress slacks w/black belt
- black socks **or** tights
- black dress shoes
- No metallic or light colored buttons, trim, or visible jewelry.