



Preparatory Strings • Sinfonia • Philharmonic • Youth Symphony

SPRING 2021 MEMBERSHIP HANDBOOK

Office Location:

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

or

Mailing Address:

P.O. Box 2586
Amarillo, TX 79105-2586

or

Contact:

www.amarillosymphony.org
Phone: 806-376-8782 • Fax: 806-376-7127

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** • *Fabian Saldaña, 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** • *Fabian Saldaña, 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

Fabian Saldaña, Director • Sinfonia & Philharmonic
Email: fabian.saldana@amaisd.org

Dr. Guglielmo Manfredi, Director • Youth Symphony
Email: 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
Fax Number: 806-376-7127
Website: www.amarillosymphony.org

Andrew Hay
Executive Director
Email: andrew@amarillosymphony.org

Irma-Esther Borup
Education & Community Engagement Director
Email: irma@amarillosymphony.org
Mobile: 806-367-2845

Debra Rasband
Education Assistant
debra@amarillosymphony.org

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](#) & [Amarillo Symphony](#) pages will have updates posted.
- **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

- **The Amarillo Symphony staff has been informed that, at any moment, the Amarillo College campus could become unavailable due to a rise in COVID-19 cases on campus or throughout the Amarillo area.** Families will be notified immediately if this becomes the case.
- **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/Daytime*)
Mobile: 806-367-2845 (*Weekend/After-hours*)
Email: irma@amarillosymphony.org
debra@amarillosymphony.org

NOTE: For immediate assistance, please call (before texting). Leading up to a rehearsal, staff is typically in the middle of setting up spaces and is more likely to answer a phone call than to 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.

REMIND APP

ASYO will use Remind to help keep families up-to-date on important news, etc. Remind is a **free** service that allows you to get messages directly on your phone. You can choose whether you prefer text messages **or** smartphone notifications.

- Personal contact information (*cell phone numbers*) will not be visible on Remind.
- All messages will be recorded in logs that you can access and download.

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 81st Ave.
Amarillo, TX 79119

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

Longcor Music Co.
806-355-6777
3432 Western St.
Amarillo, TX 79109

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

** Percussionists – In most cases, instruments will be provided; 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 worked on 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.

4. CHAIR TESTS

Preparatory Strings, Sinfonia, and Philharmonic have regular chair tests. 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.

***NOTE:** To avoid gathering students for chair tests, video submissions will be used this semester. A Dropbox "File Request" folder for secure uploads will be set up and access will be granted to respective students & coaches.*

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 (*does not submit a "chair test video"*), the chair test will NOT be rescheduled. The student will be placed 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 the backbone of 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

For public health reasons, **attendance will be taken electronically** as each student arrives (*during temperature checks, etc.*) and tracked. For the foreseeable future, students will not be responsible for physically signing in; however, students will be expected check-in with 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

- For public health reasons, **attendance will be taken electronically** as each student arrives (*during temperature checks, etc.*) and tracked. Students will be expected to check-in with the Education staff before the start of rehearsal.
- Students are expected to arrive early to check-in, warm-up, and tune. Musicians should be seated and ready to play at the designated rehearsal time.
- Students are 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.*).

- Folders and sheet music will be provided to each student at the first rehearsal. Students are responsible for their own music and folder; **lost music may result in a replacement fee.** Students should not rely on his/her stand partner to bring music to rehearsal. Each musician should mark fingerings, bowings, and other notations in his/her own part.
- **NO FOOD or DRINKS are allowed in the rehearsal spaces.**
- **Students are 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 SET-UP, EQUIPMENT, & SOCIAL DISTANCING

- **Musicians & Conductor:** Distance will be set to 6' between each chair/body. All musicians will be set one-to-a-stand, including strings. DO NOT share equipment, instruments, rosin, pencils, etc.
- **Brass/Woodwinds:** Dripping condensation onto the floor/stage is NOT permitted on the Amarillo College CHT stage. Musicians are responsible for the removal of condensation and instrument cleaning. Please use cloths, towelettes, or puppy pads (for brass players) to capture and dispose of instrument condensation.
- **Percussion:** Avoid co-usage of instruments and equipment, including sticks/mallets.

REHEARSAL TIMES & LOCATIONS *(Subject to Change)*

A detailed rehearsal schedule will be provided to all musicians.

Preparatory Strings

Mondays *(during the Spring 2021 semester)*

5:00-6:00 p.m.

Amarillo College Music Building

Sinfonia, Philharmonic & Youth Symphony

Sundays *(during the Spring 2021 semester)*

1:00-4:15 p.m.*

Amarillo College Music Building

* Refer to the schedules for precise rehearsal times, dates, and locations.

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;
- or, 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.

Tuition for Spring 2021 will remain reduced* and collected in two (2) payments; all funds received may be paid:

- by **check or money order** made payable to **Amarillo Symphony**; include **musician's full name** *(first and last)* and **ensemble** *(Preparatory Strings, Sinfonia, Philharmonic, or Youth*

Symphony) in the memo line.

- online at the [Amarillo Symphony website](#)

PREPARATORY STRINGS, SINFONIA**, PHILHARMONIC** – \$90.00:**

- February 2021 \$45.00
- March 2021 \$45.00

YOUTH SYMPHONY – \$110.00:**

- February 2021 \$55.00
- March 2021 \$55.00

** Tuition during an average semester ranges from \$125-\$150 per student.*

*** Tuition Assistance & Payment Plans will still be 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

SPRING CONCERT 2021

WHEN: Sunday, April 25, 2021

WHERE: Globe-News Center for the Performing Arts

Preparatory Strings	1:00 p.m.
Sinfonia	2:00 p.m.
Philharmonic	3:00 p.m.
Youth Symphony	4:30 p.m.

CONCERT TICKETS

IMPORTANT: Each student in the ASYO will receive two (2) complimentary tickets to the Spring concert; families with multiple children in ASYO are eligible to receive two (2) complimentary tickets PER child. **Due to the ongoing pandemic, attendance at the Spring 2021 concerts will be limited;** the Amarillo Symphony will host a virtual concert for those friends and family unable to attend.

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 and location, rehearsal and concert times, dress code, etc.* These sheets will be distributed at rehearsal, emailed to you, and a copy will be mailed directly to your home.

CONCERT ATTIRE

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

1. PREPARATORY STRINGS, SINFONIA & PHILHARMONIC

Girls: **White on top, black on bottom** – Long (*mid-calf or longer*) black skirt or black dress slacks, long-sleeved ($\frac{3}{4}$ *length or longer*) white blouse, black shoes, and black hose or tights. No metallic or light colored buttons, trim, or visible jewelry.

Boys: **White on top, black on bottom** – Long-sleeved, collared, button-down white shirt and long black tie; black pants, black socks, black shoes.

2. YOUTH SYMPHONY

Ladies: **All black attire** – Long (*mid-calf or longer*) black skirt or black dress slacks, long-sleeved ($\frac{3}{4}$ *length or longer*) black blouse, or a long-sleeved long black dress, black shoes, and black hose or tights. No metallic or light colored buttons, trim or visible jewelry.

Men: **All black attire** – Long-sleeved, collared, button-down black shirt and long black tie; black pants, black socks, black shoes.