
Lone Star Youth Orchestra

Field Guide for Students and Parents 2010 - 2011

4322 N. Beltline #B114 • Irving, TX 75038 • (972) 252-4800



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Welcome

The Las Colinas Symphony Orchestra would like to welcome you as a member of the Lone Star Youth Orchestra (LSYO). We are very excited about our 2010 - 2011 Season, and are so glad that you will be a part of it.

As a member of the LSYO, you will have numerous opportunities to develop your talents in an atmosphere of musical excellence. Participating members and parents will find the following information not only useful, but also necessary for the successful operation of the orchestra. Please read through this handbook carefully, even if you are an LSYO veteran. Should you have any questions, please feel free to call our offices at (972) 252-4800 or email us at education@lascolinassymphony.org.

Congratulations on being accepted into the Lone Star Youth Orchestra!

Maestro Drew Johnson

Music Director

Lone Star Youth Orchestra

Lone Star Youth Orchestra Staff

Las Colinas Symphony Orchestra

Music Director	Executive Director	Office Manager
Robert Austin	Deborah Hawkins	Kimberly Dowling

Lone Star Youth Orchestra

Music Director
Drew Johnson

The policies described in this handbook are subject to change at the Lone Star Youth Orchestra office's discretion without formal revision to this handbook.

Las Colinas Symphony Orchestra
4322 N. Beltline Rd. #B114
Irving, TX 75038
(972) 252-4800

Mailing Address:
LSYO
P.O. Box 141446
Irving, TX 75014

ON THE WEB:

www.lascolinassymphony.org/youth

Here you will find current LSYO information including audition materials, rosters, rehearsal information, calendars, printable music, recordings, and this Field Manual.

Contact information is password protected under the 'Member Information' section. The password is (beethoven).

Organization Information

Objective, Vision, Values, and Future

THEN AND NOW

The Lone Star Youth Orchestra is one component of the Las Colinas Symphony Orchestra's many educational initiatives. Formed in 1991 under the direction of Robert Carter Austin, the LCSO has a record of excellent artistic presentation as well as extraordinary growth.

All of us at the LCSO firmly believe that the youth orchestra experience is one of the most pivotal pre-college / professional musical experiences for talented high school instrumentalists. The opportunity to rehearse and perform some of the great compositions of the orchestra repertoire for the first time makes the youth orchestra experience truly unique and special. Even more exciting is the opportunity to join musicians from around the Dallas / Fort Worth area who share the same love, dedication, and commitment to music.

After two years of planning, the LCSO formed the Lone Star Youth Orchestra in 1999. The LSYO provides young, advanced level instrumentalists in the Metroplex area the opportunity to supplement and enhance their music education through symphonic literature and high quality orchestra and ensemble training. Membership, by audition, in the LSYO is open to all student string, woodwind, brass, and percussion players.

OBJECTIVE

It is our mission to make the Lone Star Youth Orchestra an extremely worthwhile extracurricular activity for students and parents alike by presenting:

- Stellar concerts
- Great Repertoire
- An opportunity to develop and enhance musicianship
- A competitive atmosphere
- Volunteer Opportunities
- Free Tuition

VISION

It is our vision that the LSYO and its extension programs will be widely recognized by the community, parents, and educators as a premiere, tuition free orchestra education institution for students ranging from intermediate to advanced.

VALUES

As members of the LSYO, we will demonstrate leadership in our interactions with fellow students, family, and the community as we exemplify these values:

- Professionalism
- Inclusiveness
- Respectfulness
- Accomplishment
- Hospitality

OUR FUTURE

It is the intent of the LSYO to provide high quality music education. With the aide of fundraising projects, corporate sponsorships, donations, and grant gifts we at the LCSO envision a youth orchestra that will one day:

- Tour both domestically and abroad
- Hire professional clinicians and coaches more frequently
- Offer additional instrumental programs for a greater number of musicians, such as a young strings program and string quartet coaching.
- Grow our scholarship fund

All of these goals can be achieved while still maintaining extremely low fees for our students!

SCHOOL MUSIC PROGRAMS

We prefer that students participate in their school music programs, if offered. It is not the intention of the LSYO to interfere with local school music programs, but rather to provide students with additional opportunities for musical enhancement.

School music programs provide an excellent place for young musicians to receive a musical education. Playing in an ensemble daily is an invaluable experience. Benefits also include access to regional and state orchestras as well as solo and ensemble contests, opportunities to compete and meet other musicians, access to information about collegiate music programs, and the ability to interact socially within an established musical environment.

PRIVATE STUDY

Musicians are strongly encouraged to take private music lessons. If a student does not have a private teacher, a list of references may be acquired from the Education Director.

Fundraising and Fees

Fundraising, Fees, and Financial Aide

FUNDRAISING

Fundraising is an important part of the LSYO. Because the LSYO operates as a tuition-free youth orchestra, fundraising is essential for operation. Fundraisers will be conducted in a manner that will raise the maximum amount of funding in a reasonable amount of time.

All fundraising efforts will go directly into balancing the LSYO budget. The main goal of the LSYO is to provide quality educational opportunities to LSYO musicians. Upon balancing the budget, all additional funds will go towards additional educational initiatives, including but not limited to: guest conductors, guest artists, master classes, possible tours, new music, better equipment, and expanded programs.

OPT OUT OPTION

Students and Parents may choose to “opt out” of all Fundraising projects by giving a one-time donation of \$250. This must be completed prior to the start of the first fundraiser.

DINNER AND AUCTION

Last year’s inaugural Dinner and Auction was a huge success. With only three and a half month’s preparation we were still able to raise almost \$6,000! This year, we will begin planning for the event in late September, formulating ideas to increase attendance, cut costs, improve and increase item donations, and try to triple income.

The 2nd Annual LSYO Dinner and Auction will be held on either Saturday, April 16 or Saturday, May 7th prior to a Las Colinas Symphony concert. An introductory parent’s meeting will take place in late September.

FEES

THERE ARE NO TUITION COSTS FOR MEMBERSHIP

Fees are based on the following:

- For returning members, a \$10 nonrefundable and nontransferable audition fee
- For new members, a \$20 nonrefundable and nontransferable audition fee
- There is an \$80 fee, which covers rehearsal snacks and drinks, receptions, and music for the season. This is due by the first rehearsal.
- No student can begin the season unless all forms and fees have been submitted or until alternative arrangements are made with the LCSO office.
- There may be additional fees for Master Classes or other events.

All fees and dues associated with the LSYO are non-refundable and non-transferable unless otherwise stated in writing.

Make checks payable to either "Las Colinas Symphony Orchestra," "LCSO," or "LSYO." Credit Cards (Visa, MC, AE, and Discover) are also accepted.

FINANCIAL ASSISTANCE

Scholarships are available upon request. Aid is awarded based solely upon need. No student will be denied participation in the program due to financial need.

Please call the LCSO office at (972) 252-4800 to discuss scholarship options.

Conduct

Attendance, Rehearsal Conduct, Concert Conduct, Attire

ATTENDANCE

Each member is required to attend all rehearsals. One hundred percent attendance is important in providing complete and worthwhile performances. Absence is permitted only in cases of illness, family emergency, or a required school event. Any other absences will need to be discussed with and approved by the Director of Education. At the beginning of each concert cycle, each student must submit a schedule of school related events that will conflict with LSYO dates.

It is understood that school related events will come up after a student fills out his/her schedule. In this case, students are expected to inform the Director of Education of an up-coming conflict as soon as possible.

ATTENDANCE

An LSYO member will not be allowed to have more than one absence per concert cycle. A concert cycle is made up of rehearsals between each concert. There will be three concert cycles this season. Students who have more than one absence may be asked to withdraw from the concert. If a student is unable to meet these requirements, it may be necessary to adjust his or her seating. Excessive absences could result in removal from the orchestra.

NOTIFICATION

If you are going to be absent or tardy, please call or email the LCSO office at (972) 252-4800 Ext. 209 as soon as possible and leave a message. You must call at least 24 hours prior to rehearsal, except in the case of sickness or emergency. Leave your name and reason for absence if calling after office hours. If absent from a rehearsal, it is the musician's responsibility to contact another orchestra member to learn about any important announcements and rehearsal notes.

TARDIES

Students are not to be tardy to rehearsal. Three tardies will result in one absence. If a student must leave early or arrive late, it must be pre-arranged through the office. Students will not be allowed to leave rehearsal early unless given parental consent.

DRESS REHEARSAL

Students may not miss the Dress Rehearsal, held the Tuesday night prior to a concert, and still perform without special permission from both the Music Director and the Director of Education. Principal players may not miss either of the last two rehearsals prior to a concert and expect to maintain their seating.

STRING STUDENTS

In case of tardiness or absence, the Music Director (Conductor) reserves the right to have present students move forward, within their respective section, when chairs are empty.

WITHDRAWAL

Orchestra members are expected to make a full-season commitment. Students who wish to withdraw from the LSYO must give prior written notification. There are no refunds of fees. Without timely written notification of withdrawal, students may not re-audition at a later date to rejoin the LSYO.

WEATHER

In the occurrence of sever weather, please check your email and visit the LSYO website (www.lascolinassymphony.org/youth) for cancellation notices. Cancellations, if necessary, will be made as early as possible. If Irving ISD has closed for the day, so will the LSYO.

REHEARSAL POLICY

- Orchestra members are required to be in their seats 10 minutes prior to the first downbeat.
- The orchestra will tune together promptly at 6:30.
- Members must bring a pencil, music, and all support equipment (strings, mutes, rock-stops, rosin, reeds, mallets, etc.) to every rehearsal.
- Announcements will be made 5 minutes prior to tuning. It is the responsibility of any student who missed announcements due to tardiness or absence to obtain missed information. It is also the responsibility of students to relay all information to their parent or guardian.
- Talking during tuning and rehearsal will NOT be tolerated. Conversation should be limited to discussions concerning portions of the repertoire.
- Students are expected to remain in their seats until the mid-rehearsal break or the end of rehearsal.
- NO gum or refreshments are allowed in any of the rehearsal spaces (Rehearsal Hall, Carpenter Hall, or sectional rooms). The consumption of any food items in rehearsal is considered disrespectful to the Maestro, the music, and fellow musicians.
- No cell phones are to be in use during rehearsal time. Cell phones should be turned to off or vibrate and left in the musician's case during rehearsal.
- All members are expected to prepare concert material (music), especially sections dictated by the conductor, prior to rehearsal. With only eight to ten rehearsals per concert, it is vital that rehearsal time be used efficiently. Practicing during rehearsal is unprofessional and brings the entire program down.

STANDS AND CHAIRS

At the beginning and end of each rehearsal, sectional, and concert, each orchestra member is responsible for setting up and putting away his/her chair and music stand.

PERCUSSION

Percussionists are expected to arrive by 6:15 pm to set up for rehearsal. Percussionists are responsible for setting up and returning percussion equipment to the assigned storage area. Percussionists not adhering to this schedule will be subject to the tardy policy.

BREAKS AND SNACKS

A 20-minute break is taken approximately halfway through rehearsal. Food and drinks will be provided (as covered by the administration fee). NO member is allowed to leave the grounds during breaks. Members are responsible for clearing their own trash.

MUSIC

- All concert music (including downloadable parts and audio files) can be found on our website throughout the year:

www.lascolinassymphony.org/youth/rehearsal.php (password = beethoven)

- Every member is required to have a copy of all of their parts at every rehearsal.
- If you forget your music, copies can be made at the sign in table for .25 cents/sheet.

SEATING

- The first seating (chair positions) is based on the entrance audition.
- Changes in string seating are at the discretion of the maestro, and can be made at any time. This may result from excessive absences or behavior problems.
- Woodwind, brass, and percussion seating will be decided by the conductor based on chair-test results following each concert.
- Wind players may be asked to share or split principal parts.
- NOTE: Our String Challenge System is no longer in effect.

INSTRUMENTS

The Las Colinas Symphony Orchestra does not provide instruments for students except percussion equipment.

The LCSO highly recommends that parents insure instruments either rented or owned. Furthermore, the LCSO is not responsible for any damages to instruments incurred before, during, or after rehearsals or performances.

CONCERT ETIQUETTE

During concerts, performances and rehearsals, students are expected to follow the directions of LCSO staff, including the Director of Education and Conductor, parent volunteers, and Irving Arts Center staff. It is *imperative* that you cooperate with concert coordinators to facilitate the on-stage and back-stage activities during a concert. One of the goals of the LSYO is to provide a professional concert experience for musicians and patrons alike. A professional attitude both on and off stage is required. This includes:

- No talking backstage
- No talking onstage
- Do not speak to someone from the stage or invite a guest onstage
- Turn off all cell phones and leave them in your instrument case

CONCERT ATTIRE

In order to demonstrate a unified appearance, a strict dress code is required for concerts. Any attire that distracts from the music is considered unacceptable. **Deviation from the following dress code will result in a player being asked to change into appropriate attire, or not being allowed to participate in the performance.**

LSYO LADIES:

Tea-length, long black skirt or black dress slacks and a **sleeved** black blouse or shirt, or a **sleeved, long** black dress. Black shoes (closed toe preferably) and black or nude hose. No metallic or light colored buttons, trim, or visible jewelry. ***Skirts must cover the knees.**

LSYO GENTLEMEN:

Black tuxedo or solid black suit, white shirt, black bow tie, black shoes, and **black** socks.

Rehearsals and Concerts

Rehearsals, Dress Rehearsals, Concerts

REHEARSALS

Where: Irving Arts Center, Main Rehearsal Hall (Carpenter Hall Entrance)

When: Every Wednesday night, excluding holidays and school breaks.
(See calendar)

Time: 6:30 PM - 9:00 PM

DROP OFF AND PICK UP

Students are to be dropped off and picked up at the Carpenter Hall Entrance of the Irving Arts Center on time. Students must wait inside the lobby when waiting to be picked up. Parents who wish to stay for rehearsals are welcome to sit just outside the rehearsal hall or in the Carpenter Hall lobby. Parents who wish to sit just outside the rehearsal hall are asked to remain quiet.

DRESS REHEARSAL

Dress rehearsals are held on the Tuesday before a concert in Carpenter Hall. Advance notice will be given, but please reference the season schedule as the dates are scheduled. Students may not miss the last rehearsal before the concert and still perform without special permission from the Conductor. Dress rehearsal is not concert dress.

Note: Regular dress, rather than concert attire, is worn for all rehearsals.

CONCERT CALENDAR (Also available on the Calendar Hand-Out)

Wednesday, November 10th 2010 @ 7:00 PM; Carpenter Hall, Irving Arts Center

Wednesday, March 2nd 2011 @ 7:00 PM; Carpenter Hall, Irving Arts Center

Wednesday, May 11th 2011 @ 7:00 PM; Carpenter Hall, Irving Arts Center

Additional Concert Dates, such as holiday concerts and special performances, may be added throughout the year. Though they are not mandatory, participation is highly encouraged.

Parent Volunteers

A crucial element of the LSYO

VOLUNTEERING

Given the very small staff of one (1) and tight budget, the LSYO's success depends on the dedication, creativity, and resourcefulness of its volunteers.

For the 2010 - 2011 Season, the LSYO will have a continually updated online volunteer calendar where parents can log their volunteer hours, organize committees, and sign-up for future service opportunities.

Unless a family decides to "opt out" of fundraising, each parent is required to serve for a minimum of one rehearsal (setting up, serving, and tearing down dinner), before one concert, serve on a Dinner + Auction committee, and allocate items for the Dinner + Auction (these should be at no cost to you, they should be donated items or services).

Consider some of these volunteer committee's for the Dinner + Auction:

- Auction Item Procurement - Solicit businesses and service providers for Auction merchandise. Maintain a record of contacts, items, and value. Item pick up.
- Catering - Contact area restaurants and find the best price for event catering (hopefully free). Organize Dinner logistics including table layout, centerpieces, plate and stemware.
- Marketing - Sell as many tickets to the Dinner and Auction as possible. Send out press releases to any and all area publications. Spread the word about great auction items.
- Event Coordination - Just like it sounds: set-up, organize, and execute the event.

Ticketing

Season, Flex, and General Admission; Concert Promotion

Ticket Type	Benefits	Price
Flex Tickets	For students who have their whole family out, this is the best option. Flex tickets can be used however you like.	15 Flex - \$110 (\$7.33/tk) 20 Flex - \$140 (\$7.00/tk) 25 Flex - \$170 (\$6.80/tk)
Season Tickets	For students whose parents and close family will attend every concert. Purchase your tickets in advance for a discounted rate!	Adults - \$25 (\$8.33/tk) Students - \$12 (\$4.00/tk)
General Admission	Tickets may be purchased at the Irving Arts Center Ticket Office beginning one week prior to a performance	Adults - \$10 Students - \$5

*All tickets are non-refundable

*Flex ticketing and Season ticketing options must be purchased by the first concert.

Additional LCSO package

LSYO Students and Parents have the opportunity to attend any LCSO concert at a very reasonable price. LSYO students receive free admission, while LSYO parents can purchase tickets for only \$10.

The LCSO would like to offer LSYO parents the opportunity to purchase Season tickets (8 concerts) for only \$50! LCSO Season Tickets must be purchased by October 20th.

CONCERT RECORDING

All Lone Star Youth Orchestra concerts are professionally recorded. Performance CD's can be purchased at the Merchandise Table during a concert or by contacting: education@lascolinassymphony.org.

Concerto Competition

CONCERTO COMPETITION

Each fall, the LSYO holds a concerto competition for all interested members of the LSYO. Winners receive: 1) The opportunity to perform their concerto with the LSYO, and 2) a \$500 scholarship for the 1st place recipient and \$250 for 2nd place.

RULES

- Only active members of the Lone Star Youth Orchestra may participate.
- Past Concerto Competition winners ARE eligible to participate in the competition.
- Auditions are fifteen minutes in length. Students do not need to use the entire fifteen minutes. However, if a selection is over fifteen minutes in length students must edit their piece to meet the time requirement.
- Soloists are expected to provide their own piano accompaniment.
- Soloists are expected to provide an original, unmarked score for the judges.
- An LSYO member can audition on more than one instrument.
- Concerto selections will need to be approved by the Director of Education and the Maestro prior to audition.
- Absolutely no walk-ins will be allowed. All participants must sign up by the posted deadline.

COMPETITION DATES

- **October 27th** - Deadline to Sign-Up for Concerto Competition (This does not mean you will be approved for the Competition, all repertoires must be approved first).
- **October 30th** - Concerto Competition
- **November 1st** - Concerto Competition Winner Announced

LCSO

Side-by-Side, Volunteering, LCSO Concert Schedule

LCSO/LSYO - SIDE BY SIDE CONCERT

Each spring, the LCSO hosts members from the LSYO in a concert performance. The Side-by-Side concert provides an opportunity for LSYO principal players to perform with the LCSO in a professional setting, learning valuable rehearsal techniques, and receiving on the spot coaching. More information will be given after the New Year.

VOLUNTEERING

The Las Colinas Symphony Orchestra is an established non-profit agency, and as such is able to provide numerous opportunities to serve. If you need volunteer hours for school, a club, or your resume, ushering LCSO concerts is a great way to earn credit hours and see a professional orchestra perform for free. Contact the LSYO Director of Education for more information.

CONCERT CALENDAR

LSYO members receive free admission to all LCSO performances. Tickets are available at the Irving Arts Center Box Office, at Will Call prior to performances. Offers are subject to availability.

A SYMPHONY FOR ALL SEASONS
Saturday, October 23, 2010
Saturday, November 20, 2010
Saturday, December 18, 2010
Saturday, January 22, 2011
Saturday, February 19, 2011
Saturday, March 19, 2011
Saturday, April 16, 2011
Saturday, May 7, 2011

Charms

Assistant Application

www.charmsoffice.com (Lone Star Youth Orchestra)

This year, the Lone Star Youth Orchestra will implement the Charms Office Assistant application to organize music, emails, contact information, volunteering, finances, and virtually everything else having to do with orchestra management.

Many area school music programs also use Charms which should mean that a number of parents and students are familiar with the program and its functionality.

During our first parents meeting in October we will introduce Charms (which is run through a website: www.charmsoffice.com) and demonstrate how to navigate through its many folders.

If you are a parent who is familiar with the Charms application, please let us know if you would be willing to help lead a mini-clinic for other parents.

Finally

In Conclusion...

FORMS:

The following forms must be signed and returned by the second rehearsal. Failure to return these forms may result in dismissal from the orchestra.

1. LSYO Commitment Form (found on the last page of this handbook)
2. Scholarship Request (a written request for financial aide, if applicable or necessary)

LOST AND FOUND:

The LCSO cannot be responsible for items left at the Irving Arts Center or any other concert or rehearsal site.

SCHEDULE:

Schedules will be handed out at the first rehearsal. An online schedule can be found on the Charms website (www.charmsoffice.com). Please check your schedule carefully and mark your calendar. Schedules are subject to change at any time. Members and parents will receive written notice of any changes and/or additions to the schedule as far in advance as possible.

ROSTERS:

Communicating with other members and parents is an integral part of the LSYO. Contact information can be accessed through the private, secure, and safe Charms website (www.charmsoffice.com). If your contact information is incorrect or if it changes throughout the year, please notify us as quickly as possible. If you would like your contact information to be hidden from other LSYO members, please provide written notice.

IRVING ARTS CENTER:

To all LSYO members, as well as parents, family, and friends: It is an honor to have the ability to perform and rehearse in a wonderful facility as the Irving Arts Center (IAC). It is a multi-purpose professional facility. LSYO along with all other groups who rent the spaces are required to treat the building and the staff of the IAC with respect and courtesy at all times. If

you should ever encounter a problem at the facility, please notify the Executive Director of the Lone Star Youth Orchestra first. If he is unavailable, please look for the security officer at his desk outside the gallery. All rules for the IAC are to be followed at all times.

LONE STAR YOUTH ORCHESTRA COMMITMENT FORM

2010 - 2011 SEASON

The LSYO requires a high level of commitment and self-discipline. It is important that each LSYO member be present at every rehearsal, concert, and function of the orchestra. Every member of the LSYO is extremely important to the quality of the orchestra. All members are needed in attendance for all rehearsals and performances. If you have unavoidable conflicts concerning a concert, please notify the Las Colinas Symphony Orchestra office as soon as you find out this information.

If there are any questions concerning the LSYO program, please contact the LCSO offices at 972.252.4800, Ext. 209.

I have read and understand this commitment form:

Name (print):

Signature:

Date: _____

***This form must be returned by the first rehearsal. Failure to do so could result in being removed from the orchestra until the form is submitted.**