



YOPBC Parent and Musician Handbook 2020-21

YOPBC Contact information:

Email: yomail@yopbc.org / youthorchpbc1@gmail.com

Website: www.yopbc.org

Phone: 561-281-8600 (phone does NOT accept texts)

Fax: 561-997-8920 (Faxes should be clearly marked for YOPBC.)

Address: 2285 Potomac Rd., Boca Raton, FL 33431 – This is our official address for all correspondence

Executive Director/Music Director:

- Mr. Michael Fraley

Artistic Staff:

- Dr. Kyle Prescott
philconductor@yopbc.org/kpresco2@fau.edu
Conductor, Philharmonic Orchestra
- Mr. Michael Fraley
michaelfraley@yopbc.org/ Executive Director/Music Director
Conductor, Symphony Orchestra
- Mrs. Susan Rodberg
susan.rodberg@gmail.com
Conductor, String Orchestra

Coaches

- Suzanne Prescott
- Ken Moorehead
- Kelsey Lin
- Jennifer Moorehead
- Veselin Bozhilov

Orchestra Managers/Librarians:

- Philharmonic Orchestra – Olga Bacher -
- Symphony Orchestra – Sybil Shaw – psis2@yahoo.com
- String Orchestra – TBA

Stage manager:

- Ken Moorehead - 561-843-8173

Board of Directors:

- Stephen B. Gebeloff, Esq. - steve@gebelofflaw.com
Chairman/Treasurer
- Nancy Beebe
- Erika Locke-Williams
- Chas Averbook

YOPBC Musicians are expected to:

- ✓ treat each other, their instruments, the conductors, staff, volunteers, and audience members with respect
- ✓ practice music at home and ***come prepared to rehearsals and concerts***
- ✓ ***refrain from texting during rehearsals, only during official breaks***
- ✓ arrive 15 minutes prior to the start of rehearsal to set up and tune
- ✓ clean up after themselves, rehearsal rooms (chairs and music stands), concert venues. treat the music provided by the Orchestra with respect and return it in good condition
- ✓ bring their instrument and music to each rehearsal
- ✓ treat the rehearsal space and performance venues with respect: do not touch any instrument or equipment which does not belong to you (including pianos and percussion)
- ✓ not eat or drink (except water) inside the building
- ✓ respect and abide by all rules and policies set forth in this handbook

Community Service

At the end of each season, YOPBC will provide letters (via e-mail) confirming Community Service Hours for participation in YOPBC. Musicians must be members in good-standing in order to receive Community Service Hours. Because of new stricter guidelines on what qualifies as community service, you may notice a change from previous years. Hours are generously tabulated including set up, performance and clean up times for all performances. Students who volunteered to assist at auditions and other YOPBC events were given additional hours. Please save community service letters and please note YOPBC does NOT keep logs of previous years hours or individual student hours earned -- that is the students' responsibility. Additionally, hours will be adjusted for students with excessive absences. This is carried out at the sole discretion of the YOPBC Board of Directors. Spotlight participants will not receive Community Service Hours until the evening of the Spotlight Concert. Because of this year's half season (due to COVID 19) Community Service Hours will be adjusted accordingly.

Rehearsal Attire

Musicians should wear acceptable, appropriate, comfortable school clothing to rehearsals. Hats, sunglasses, etc. must be removed when indoors. Anyone in inappropriate clothing will be asked to change or to leave rehearsal. If asked to leave due to inappropriate rehearsal attire, the absence will be considered an unexcused absence.

Seating

Seating will be determined by audition and is at the sole discretion of the conductor. Parents and students are encouraged to keep chair/seating placement in proper perspective. Musicians do not perform music for a chair/seating placement or a rating or a score or a trophy; they perform music for the art and joy of performing and sharing our talents with others.

Break Time

Break time will be provided during each rehearsal for musicians to socialize with each other. Musicians may bring a snack, but snacks must be eaten outside of the building. No open packages or containers are allowed inside Palm Beach Atlantic University where YOPBC rehearses.

Late Pick-Up

Musicians must be picked up at the rehearsal hall when rehearsals end, at no later than 4:45 p.m., unless the conductor has extended rehearsal to 5 p.m. In the case of an emergency, our phone number is 561-281-8600.

Attendance Guidelines and Absence Policy

Attendance is required at all regularly scheduled rehearsals, dress rehearsals, sound checks, and performances. Attendance will be taken at the beginning of each rehearsal/concert. Anyone arriving more than 10 minutes late or leaving before the rehearsal is over will be considered absent from the entire rehearsal. Students are expected to be ready to begin on time. At the discretion of the conductor and music director, students who arrive late or miss sound checks/rehearsals may be ineligible to perform at a concert(s). A current calendar with complete rehearsal schedule and performance dates is listed at the end of this student handbook and on our web site.

If a child must miss regular Sunday afternoon rehearsals for school activities, sports, or other elective activities, we ask you to reconsider participation in the YOPBC.

YOPBC supports students' participation in their school orchestras, district and all-state opportunities, and community music groups and activities. However, the students and parents are responsible to plan accordingly to minimize the number of absences from YOPBC. The yearly schedule has been given so that you can plan accordingly. Please plan family trips and events around these dates. If a conflict does occur, please notify us immediately.

High school seniors, please note that frequent college visits scheduled that conflict with Sunday rehearsals may be problematic. Consult your conductor and orchestra manager at LEAST two weeks in advance for approval.

Illness sometimes occurs. Absence from a rehearsal or concert due to illness is excused but needs to be documented with a verifiable signed note from a parent, guardian, or doctor. Failure to submit proper documentation will be considered an unexcused absence. If a rehearsal is missed, it is the responsibility of the student to inquire about any material covered and to request and prepare any new music prior to the next rehearsal. PLEASE SUBMIT AN ABSENCE REQUEST FORM (on web site) AT LEAST TWO WEEKS IN ADVANCE OF AN ANTICIPATED ABSENCE

Concert presentation is a huge expense and concert revenues, through ticket sales and corporate sponsorships, help to significantly offset YOPBC's expenses which include the cost of concert hall rental fees, technical fees, and royalty fees associated with the music. Despite the high overhead, YOPBC strives to keep concert ticket prices affordable and accessible to all audiences.

By attending every concert, and inviting relatives, neighbors, friends, co-workers, etc. to come as well, YOPBC musicians and their families help to increase YOPBC revenues. Strong family and friend participation also introduces more and more people to our outstanding program and performances. The young musicians of YOPBC work hard and deserve to play to a full house every time they perform!

ABSENCES FROM PERFORMANCES ARE NOT PERMITTED! Failure to attend a concert is grounds for immediate dismissal from the ensemble and may affect future ensemble placement.

**Spotlight on Young Musicians will feature our Philharmonic Orchestra. Students participating in Spotlight MUST attend both the dress rehearsal and concert. This performance is absolutely mandatory.

Failure to attend both dress rehearsal and performance will forfeit all season's Community Service hours and effect future YOPBC participation as per the Board of Directors.

Procedure for Probation and Dismissal

Students may be placed on probation after two absences in a semester (this year January through May) at the discretion of the ensemble's Conductor, the YOPBC Executive Director and the Board Chairperson. If placed on probation, the student's certificate eligibility, scholarship, and ensemble assignments will be reconsidered. In some cases, a student may be excluded from concert(s). All decisions regarding the dismissal from YOPBC or ineligibility to perform at a concert(s) will be made by the Conductor, Executive Director and Board Chairperson, and shall be final. Refunds will not be given.

Concert Dress

Musicians not in appropriate concert dress may not be permitted to perform. The rules are as follows:

String/Training Orchestra

Girls: Long-sleeved white blouse, black floor length skirt or black trousers. Be sure that tops and bottoms meet to cover torso, no bare skin showing at midriff or lower back. Black socks or stockings must be worn with black shoes, no bare legs or open toes! Pull back long hair.

Boys: Long-sleeved white shirt, long black tie (not a bow tie), black trousers, black socks and black shoes. Black dress pants only - no black jeans.

Symphony Orchestra

Girls: Long-sleeved long black dress or long-sleeved black/white blouse with floor length black skirt (no slits above the knee) or black trousers. Be sure that tops and bottoms meet to cover torso - no bare skin showing at midriff or lower back. Black socks or stockings must be worn with black shoes - no bare legs or open toes! Pull back long hair.

Boys: Long-sleeved white dress or tuxedo shirts with black bow tie, black slacks, black socks and black shoes. Black dress pants only - no black jeans.

Philharmonic Orchestra

Girls: Long-sleeved long black dress or long-sleeved black/white blouse with floor length black skirt (no slits above the knee) or black trousers. Be sure that tops and bottoms meet to cover torso – no bare skin showing at midriff or lower back. Black socks or stockings must be worn with black shoes - no bare legs or open toes! Pull back long hair.

Boys: Black tuxedo or black suit, white shirt, black bow or neck tie, black cummerbund, black socks & black shoes.

Communication

Please make sure you have provided us with your correct email address. YOPBC sends all correspondence via email, so if you don't hear from back, let YOPBC know. Also make sure YOPBC is not being blocked by your "spam" filter. Please "like" us on Facebook & Instagram and find our most updated information.

Volunteering

YOPBC is grateful to all those who volunteer to make our organization run smoothly. YOPBC is always looking for energetic parents, grandparents, and friends who are willing to help. Please contact us and sign up to volunteer. Please contact us if you have ideas that you would like to share.

Tuition/ modified for half season

- String, Symphony and Philharmonic Orchestra is \$300 for the season.
- Training orchestra is \$200 for the season
- Chamber ensembles are \$110 for the season.

After the first rehearsal, orchestras and ensembles are set. YOPBC periodically auditions students throughout the season – their tuition will be prorated depending on their start date. YOPBC offers a sibling discount of \$50 that cannot be combined with any other offer of financial assistance.

Financial Assistance/Scholarships

Contact YOPBC directly.

Fundraising

YOPBC is a non-profit organization. Our fundraising programs are essential in providing the extra money to meet our program costs and financial obligations. As a 501(C) 3 nonprofit, YOPBC will benefit from any corporate employee giving or matching funds program.

Revenue from tuition only partially covers our annual operating expenses. Some of these expenses include but are not limited to: leases, venues, outside professional services from artistic staff and coaches, rent, licensing fees, office costs, grant writing, marketing, community outreach, advertising, accounting expenses, scholarships, new music and insurance. YOPBC makes every effort to keep tuition as low as possible. As a result, the organization must rely on private gifts made during the year and during the fall campaign. YOPBC also depends upon grant awards sponsorships, ticket sales, and a few targeted fundraisers to balance the

budget. If families want to “opt out” of these fundraisers, please contact YOPBC to make an appropriate cash donation.

Annual Fall Sponsorship Campaign– everybody is expected to do their fair share. As mentioned above, students/families who do not participate are asked to make an equally appropriate monetary contribution.

Please consider:

- Becoming a sponsor – sponsors are listed in the concert programs that are given out at each concert. (look for details).
 - Purchasing tickets for our performances as a gift for family and friends.
 - Participating in the Cultural Council of Palm Beach County’s *Power2Give* program that directly assists YOPBC
 - Making donations through matching gift programs
 - Participating in 50/50 raffles at all of our events.
-

Youth Orchestra of Palm Beach County
2020-2021 Schedule of Events

Covid 19 modified

Proposed Schedule - Events and Dates subject to change.

Rehearsal Times (Rehearsals held at Vera Lea Rinker Hall at Palm Beach Atlantic University)

Chamber/Training Academy Groups 1:00 - 2:15 p.m. Symphony Orchestra 2:30 - 4:30 – (5 p.m. optional)

String Orchestra 2:30 – 4:30 – (5 p.m. optional) Philharmonic Orchestra 2:30 - 4:30 – (5 p.m. optional)

Parent & committee meetings – TBA

Weekly updates and newsletter will be sent via email. Sign up for our weekly updates at www.yopbc.org.

Follow us on Facebook & Instagram.

Mandatory parent meeting January 10, 2021 at 1:00 pm. Get involved and volunteer look for opportunities at the first meeting.

Orchestra socials – TBA

Rehearsals & Performances

August 9	New student auditions/Move ups	online
December 6	Final new student audition	TBA
January 10	Mandatory parent meeting at 1 pm/ string/symphony & philharmonic orchestra rehearsals begin at 2:30	
January 17	Rehearsal/ seating auditions 12-2 as needed. Training & Prep Academy begins. Woodwind/String/Brass/Percussion Chamber ensembles begin at 1:00 pm	
January 24	Rehearsal	
February 7	Rehearsal	PBAU
February 14	Performance Boynton Beach Cultural Center	Details TBA
February 21	Rehearsal	
February 28	Rehearsal/ Open House	PBAU
March 7	Rehearsal	PBAU
March 14 & March 21	No rehearsal (Spring break)	

March 28	Rehearsal	PBAU
April 4	Rehearsal	PBAU
April 11	Rehearsal	PBAU
April 18	Rehearsal	PBAU
April 25	Mizner Park season finale concert	Boca Raton
May 2	Extra rehearsal Spotlight Philharmonic/Chambers only	Details TBA
May 6	Spotlight dress rehearsal Philharmonic/Chambers only	Kravis Center
May 7	Spotlight performance Philharmonic/Chambers only	Kravis Center
May 16	New student auditions/move ups	PBAU
June 7-11	Mini Mozart Camp Boca Raton	Boca Raton
June 14-18	Mini Mozart Camp Palm Beach Gardens	Palm Beach Gardens
June 21-25	Mini Mozart Boynton Beach Cultural Center	Boynton Beach
July 7-11	Full Orchestra/piano Summer Camp	PBAU
July 14-18	Full Orchestra/piano Summer Camp	PBAU