



YOPBC Parent and Musician Handbook 2022-23

YOPBC Contact information:

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

Website: www.yopbc.org

Phone: 561-281-8600

Fax: 561-997-8920 (Faxes should be clearly marked for YOPBC.) We are slowly phasing out faxing as old technology. Scanning is our preferred method.

Address: 2285 Potomac Rd., Boca Raton, FL 33431 – This is our official office and address for all correspondence. This is NOT our rehearsal address. Visiting our office is by appointment only.

Executive Director/Music Director:

- Mr. Michael Fraley

Artistic Staff:

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

Coaches

- Suzanne Prescott
- Ricky Chinchilla
- Kelsey Lin
- Alondra Balahs
- Veselin Bozhiov
- Simon Popovski

Orchestra Managers/Librarians:

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

Stage manager:

- TBA

Board of Directors:

- Stephen B. Gebeloff, Esq. - steve@gebelofflaw.com
Chairman
- Nancy Beebe
- Erika Locke-Williams
- Chaz Avery

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 & concerts***
- ✓ ***refrain from texting and all social media 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.

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. As musicians we don't perform music for a seating/chair placement or a rating or a score or a trophy; we perform music for the art and joy of performing and sharing our talents with others.

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 the building or in designated areas..

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.

Late pick-ups were a problem last year.

Absence Policy

Attendance is required at all regularly scheduled rehearsals, dress rehearsals, sound checks, and performances. 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 maybe ineligible to perform at concert(s). A current calendar is on our web site.

****Spotlight on Young Musicians will feature a YOPBC Orchestra TBD. Students in that featured orchestra 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 per the Board of Directors.

Please plan family trips and events around these dates. If a conflict does occur, please notify us immediately.

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. **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.

Parent advisory group – We are resuming our parent advisory group. If you are interested in joining our parent group please let us know via email at yomail@yopbc.org Prior to COVID, our group periodically met to discuss parent concerns and trouble shoot issues as needed. Our parent group was also discussing a possible major trip. Many have expressed an interest in restarting that discussion.

Volunteer opportunities – YOPBC is grateful to all those who volunteer to make our organization run smoothly. We are always looking for energetic parents, grandparents, and friends who are willing to help. Please contact us and sign up to volunteer.

We are looking for the following parent volunteers:

- Programs – someone good with desk top publishing and making and putting together programs programs. We give you all of the information and you'll make the program and put it on a QR code reader.
- Philharmonic manager – somebody with strong organizational skills. You'll help with Philharmonic attendance, sort and copy music and assist Dr. Prescott with correspondence and collection of paperwork etc...
- Stage manager – someone (1 – 2 parents) willing to assist stage set up load, pick up and return equipment before and after concert (selected concerts only) some concert halls have all required equipment so we don't need to rent a truck. Move chairs and stands between groups and keep the stage flow going smoothly.
- Parent advisory group. Board members

Procedure for Probation and Dismissal

Students may be placed on probation after two absences in a semester (August through December/ and January through May) at the discretion of the ensemble's Conductor, the 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 a concert(s) will be made by the Conductor, Executive Director and Board Chairperson, and shall be final. Refunds will not be given.

PLEASE SUBMIT AN ABSENCE REQUEST FORM (on web site) AT LEAST TWO WEEKS IN
ADVANCE
OF AN ANTICIPATED ABSENCE

Attendance Guidelines

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. A yearly schedule has been given so that you can plan accordingly.

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.

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. Conductors do not email music when rehearsals are missed.

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 (or 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 long black tie or 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 socks & black shoes.

Concert Attendance

Concert presentation is a huge expense and concert revenues through ticket sales and corporate sponsorships help to significantly offset YOPBC's expenses including concert hall rental, 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 our revenues. Strong family and friend participation also introduce 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!

Communication

Please make sure you have provided us with your correct email address. Sign up for our email updates through our web site at www.yopbc.org. We send all correspondence via email, so if you don't hear from us let us know. Also make sure we are not being blocked by your "spam" filter. Please "like" us on Facebook & Instagram where we provide our most updated information.

Tuition

- String, Symphony and Philharmonic Orchestra is \$720 for the season.
- Training orchestra is \$450 for the season
- Chamber ensembles are \$200 for the season.

After the first rehearsal, orchestras and ensembles are set. We periodically audition students throughout the season – their tuition will be prorated depending on their start date. We offer 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. **The Covid pandemic adversely effected all arts organizations while increasing expenses for staff and leasing. We hope you will assist us in any fundraising activities as we continue our recovery.**

Our yearly 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. We make every effort to keep tuition as low as possible. As a result, we rely on private gifts made during the year and during our fall campaign, grants, sponsorships, ticket sales, and a few

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

Annual Sponsorship Campaign– Snap Raise

Please consider:

- Becoming a sponsor in the programs that are given out at each concert.
 - Purchasing tickets for our performances as a gift for family and friends.
 - Participating in the Snap Raise Fundraising campaign.
 - Making donations through matching gift programs
 - Participating in 50/50 raffles at all of our events.
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YOPBC season calendar 2022-23

● August

- 8/21 - New student auditions – Boynton Beach Cultural Center
- 8/25 – Audition/seating cancelled
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● September

- 9/11 - First rehearsal & mandatory parent meeting - Boynton Beach Cultural Center
- 9/18 – Rehearsal - Boynton Beach Cultural Center
- 9/25 - Rehearsal - Chamber ensembles begin - Boynton Beach Cultural Center
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● October

- 10/2 – Rehearsal - Boynton Beach Cultural Center
- 10/9 - Rehearsal/ Open House - Boynton Beach Cultural Center
- 10/16 – Rehearsal - Boynton Beach Cultural Center
- 10/23 – Halloween Fall Concert details TBA Boynton Beach Cultural Center
- 10/30 - Rehearsal - Boynton Beach Cultural Center
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● November

- 11/6 – Rehearsal - Boynton Beach Cultural Center
- 11/13 – Rehearsal - Boynton Beach Cultural Center
- 11/20 – Rehearsal – Boynton Beach Cultural Center
- 11/27 - No Rehearsal Thanksgiving break
-

● December

- 12/4 – Rehearsal - Boynton Beach Cultural Center
- 12/11 – Winter Concert
- Winter break
-

● January

- 1/8 – Rehearsal - Boynton Beach Cultural Center
- 1/15 – Rehearsal - Boynton Beach Cultural Center

- 1/22 – Rehearsal - Boynton Beach Cultural Center
- 1/29 - Rehearsal - Boynton Beach Cultural Center
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- February
- 2/5 – Rehearsal - Boynton Beach Cultural Center
- 2/12 – Rehearsal - Boynton Beach Cultural Center
- 2/19 – Rehearsal - Boynton Beach Cultural Center
- 2/26 – Concert TBA
-
- March
- 3/5 – Rehearsal - Boynton Beach Cultural Center
- 3/12 – Rehearsal - Boynton Beach Cultural Center
- 3/19 – Spring Break
- 3/26 – Boynton Beach Cultural Center
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- April
- 4/2 – Rehearsal - Boynton Beach Cultural Center
- 4/9 – No Rehearsal
- 4/16 – Rehearsal - Boynton Beach Cultural Center
- 4/23 – Rehearsal
- 4/29 – Rehearsal with Boca Raton Symphonia details TBA (Philharmonic only)
- 4/30 - Concert – Mizner Park Amphitheater Side by Side with Boca Raton Symphonia
-
- May
- Spotlight extra rehearsal
-
- 5/4 - Spotlight dress rehearsal - Kravis Center WPB
- 5/5 - Spotlight concert Kravis Center WPB
- 5/21 - Auditions - Boynton Beach Cultural Center
-
- June
- 6/19 – 23 - Mini Mozart – Location TBA
- 6/19 – 23 - Mini Mozart – Location TBA
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- July
- 7/10 – 14 - Summer Camp - Boynton Beach Cultural Center
- 7/17 – 21 - Summer Camp - Boynton Beach Cultural Center

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

Follow us on Facebook & Instagram.