



Sacramento Youth Symphony
and Academy of Music

Parent and Musician
Handbook
2019-2020 Season

www.sacramentoyouthsymphony.org

3443 Ramona Avenue, Suite 22

Sacramento, CA 95826

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Welcome to the Sacramento Youth Symphony and Academy of Music!

At the Sacramento Youth Symphony and Academy of Music our mission is to educate and advance the musical skills of youth in our communities in ways that engage, challenge, and inspire them to reach their highest potential. We want SYS to be a rewarding and enjoyable experience for everyone—musically, socially, emotionally, and intellectually.

Membership includes a full season of weekly rehearsals—under the direction of dedicated and talented conductors—performance in three or more high quality concerts, and access to special events and opportunities. Yes, your commitment is a major one, but the benefits are enormous.

Please read the material in this handbook carefully, keep it close at hand, and refer to it throughout the season. Together, we will have a busy, exciting, and successful year.

Sacramento Youth Symphony Office

3443 Ramona Avenue, Suite 22
Sacramento, CA 95826
916.731.5777 Fax: 916.736.3874

Website: www.sacramentoyouthsymphony.org

DIRECTIONS: Take Highway 50 to the Howe Ave/Power Inn exit. Drive South on Power Inn for about a mile. Turn right on Ramona Ave. Just before Ramona Ave curves to the right, make a right turn into the Ramona Business Park. Head straight back; 3443 is the third building on your right. Look for Suite 22.

OFFICE HOURS: Mon. to Fri. 9:00am - 5:00pm, generally. Call before you come.

STAFF: If you have particular questions or concerns, please contact the following staff:

Robert Vann, General Manager

Robert@sacramentoyouthsymphony.org
("Big picture" issues, development, Orchestras, ensembles, logistical questions, auditions, registration, Scholarships and tuition assistance)

Vicki Schaevitz, Office Manager

Vicki@sacramentoyouthsymphony.org
(Parent Service (volunteer) hours, fundraising, marketing, PR, carpooling, private teacher referrals, concert dress, gen. info.)

Marcee Knezevich, Business Manager

Marcee@sacramentoyouthsymphony.org
(Tuition, billing, donations, perpetual tour accounts, budget)

COMMUNICATION

Communication between your family and SYS is essential. Over the course of the season, you and your family will receive vital information in three basic ways.

Email

You will receive weekly **Friday Updates** through email. **It is essential that the primary email you list on your registration form is checked regularly.** Notify the office immediately if your email changes or you would like to add a second email.

Website

The SYS website provides information about SYS orchestras and ensembles, conductor biographies, audio files of past performances, and an organizational history. Interested members can apply to audition and register directly through the website.

A private, members-only section of the website allows you to download sheet music for rehearsals and access other important information including important event dates. You will receive a username and login early in the season.

We count on you to check the website and read the Friday Updates weekly as we send very few flyers home.

Parent Meetings

SYS usually holds three, hour long parent meetings over the course of the season August, December, and March). You will hear important announcements, learn about Parent Service and fundraising opportunities, and meet and be able to ask questions of board members and staff. You will also be able to vote for next year's board officers. Parent meetings are teamwork at its best. They keep us together and focused as we travel through the season. **At least one parent (or guardian, adult, or musicians 18 and older) must attend all parent meetings.**

ORCHESTRAS and ENSEMBLES

The Sacramento Youth Symphony offers ample opportunities for young musicians to develop their talents. Musicians usually start in one of our ensembles then work their way up to one or more of our orchestras. Our membership is comprised of over 300 young

musicians between the ages of 6 and 21 in our six ensembles.

Premier Orchestra, conducted by SYS Artistic Director Michael Neumann, is an advanced symphony orchestra.

The following orchestras and ensembles comprise our;

Academy of Music:

Academic String Orchestra, conducted by Angelo Moreno, is an intermediate string orchestra.

Symphonic Wind Ensemble, conducted by Kari Zimny is an intermediate concert band. *Academic Strings and Symphonic Wind Ensemble* join forces at each concert for a full orchestral work.

Classic Orchestra, conducted by Maryll Goldsmith, is an introductory orchestra.

Prelude Strings and Vivace Strings Ensembles, directed by Greg Brucker, are beginning and intermediate string ensembles.

Glissando Harp Ensemble, conducted by Jacquelyn Venter, is a multi-level harp ensemble.

SUMMER OPPORTUNITIES

The Summer Chamber Music Workshop, directed by Susan Lamb Cook, trains more than 100 musicians annually and performs at various venues in the region. The Summer Workshop is an additional opportunity for musicians to hone their skills and work with other young musicians.

Auditions are held at Sacramento State, Capistrano Hall, in late spring each year. The workshop spans two full weeks in the month of July. Participants have opportunities to attend or perform in the Concerts at Noon series as well as culminating concerts. Please see our website to tuition rates and information for this program.

OPEN AUDITIONS

Each year, approximately 400 young musicians audition for membership in one of our orchestras or ensembles. Open auditions take place in late May and early June at

Sacramento State University, Capistrano Hall, home of the Music Department.

All current members of Sacramento Youth Symphony Ensembles must re-audition each spring.

SYS has established audition requirements for each instrument including scales and repertoire. Please examine these requirements and share them with your child's music teacher. They can help you determine if your child is ready to audition for membership with SYS. Musicians should be prepared to play a scale, a self-chosen music selection, and a sight reading selection. **There is a \$40 fee to audition which covers our costs.**

Open auditions are "blind" - meaning that the student does not meet the judges or adjudicators face to face.

Select *Our Programs* and then *Requirements* on the home page of our website for detailed information about audition requirements, dates, fees, and applying to audition.

Directions: Capistrano Hall (Music Department) is on the west side of campus just off State University Drive West at the end of Sinclair Road. For a campus map and directions, go to <http://www.csus.edu/campusmap/>.

Parking: On regular school days (including summer school), you may park in the parking structure on Sinclair Road. A parking permit is required and can be purchased on the 5th floor of the parking garage. On weekends no permit is usually required.

REGISTRATION

Once you receive an acceptance letter, the next step is to register and establish a tuition payment plan. Registration will open on July 1st for the next season. You must register by July 10th to ensure your placement. We will begin to release spots to musicians on the waitlist after July 10th. Contact Robert for questions about auditioning and registration.

TUITION

Operating the Sacramento Youth Symphony is a costly, complex business. Like most other Not-for-profit performing arts and educational organizations, SYS is dependent on a combination of tuition, grants, and contributions, as well as ticket sales and other earned income. In the 2018-2019 year, about 60 percent of our income came from earned income, including tuition, ticket sales, and other sources; 40 percent came from contributed income (donations).

Tuition Rates

A DEPOSIT \$100.00 and \$4.95 REGISTRATION FEE IS REQUIRED AT THE TIME OF REGISTRATION FOR ALL MEMBERS (Including those applying for tuition assistance)

All payment plans will be run through our new registration system: Active Network. The first installment will draw from the payment source on file on the 1st of each month beginning with August 1st.

Tuition varies by orchestra or ensemble:

Prelude & Vivace Strings & Harp Ensemble:
\$100 deposit + \$110 per month on 8 month payment plan (Total tuition is \$980.00)

Classic Orchestra:

\$100 deposit + \$125 per month on 8 month payment plan (Total tuition is \$1100.00)

Academic String Orchestra & Symphonic Winds:

\$100 deposit + \$135 per month on 8 month payment plan (Total tuition is \$1180.00)

Premier Orchestra:

\$100 deposit + \$155 per month on 8 month payment plan (Total tuition is \$1340.00)

NOTE: Although we offer payment plans as a convenience to our members, tuition is NOT on a month-to-month basis. All registered musicians are committed to the full season and are obligated to the full tuition (deposit + 8 monthly payments). As we are unable to fill

vacancies, your tuition payments remain due. There is no discount for early payoff.

If the same student plays in two ensembles for example, Premier Orchestra and Symphonic Wind Ensemble then the family pays full tuition for the first ensemble and receives a special discounted tuition of \$250 for the lower priced orchestra/ensemble.

Sibling Discounts

Families with more than one child in the Sacramento Youth Symphony will receive a discount on regular season tuition as follows...

1st child: Pays full tuition on the higher cost orchestra or ensemble.

2nd child: \$250.00 discount on the lower cost orchestra or ensemble

3rd and subsequent children: \$250.00 automatic discount on the lower cost orchestra or ensemble + \$100.00 coupon code to apply toward tuition (inquire with SYS office).

Payment Timeline and Options

Your deposit of \$100 is due at the time of your registration. There several choices for making payment. Payment in Full may be made at time of registration or at any time after your initial deposit has been made by check or credit card. Installment plans must be made through our automated billing system. We cannot accept payment by check for installment plans. However, our automated billing system allows for payment from your credit card or checking account.

If you choose to make your payment in full, SYS prefers payment by check. Payment by check saves SYS from paying the credit card merchant fee of about 3% of your total bill. When registering, simply choose the payment plan option to make your deposit and then send a check for the balance to "Sacramento Youth Symphony". Your payment plan will be cancelled when we receive your check. Please include your student name and

orchestra/ensemble on the check. Mail your payment to:

Sacramento Youth Symphony
3443 Ramona Ave., Suite 22
Sacramento, California 95826

NOTE: If your deposit and registration are not received by July 10th, you risk losing your spot to others. Members who do not make their payment in a timely manner will not be allowed to participate in seating auditions.

NOTE: Members who cancel their automated billing plan at any time will cause the balance of their tuition to be due immediately. Please contact the office immediately if you need to make changes to your plan.

Should your credit or debit card expire or be replaced when used for monthly payment plans prior to the end of the payment period, your account must be updated immediately.

Cancelling your payment plan subscription, or non-payment of any kind, does not relieve you of the tuition obligation above. SYS reserves the right to collect any unpaid tuition, including, but not limited to collections, if necessary.

If tuition payments are not made as scheduled and prior arrangements have not been made, then the musician member will not be allowed to participate in rehearsals or perform in concerts until such time that the account has been brought current. Final review of the musician's account is subject to approval by the SYS office.

Tuition Assistance and Scholarship Information

Tuition Assistance is granted on a financial need basis. Partial or full assistance (up to 90%) may be granted. If you are applying for tuition assistance please indicate on your registration form and answer the relevant questions. You will be contacted for supporting documents. Be prepared to present tax returns from last year. Applications must be made by July 15th, 2019.

If you are applying for Tuition Assistance you should choose the payment plan option at registration Checkout. Awards will be announced by July 26th. Any award will be applied to the tuition accounts and monthly payments will be adjusted accordingly. The first installment payment will draw from the payment source on file at Midnight on August 1st.

Refunds of Tuition

All requests for refunds must be submitted to the office for review. If it becomes necessary for a Member who has paid tuition to drop membership in the organization, a refund of tuition will be granted prior to the first rehearsal of the season in September, if application is made prior to that date. Following a timely request, you will be granted a refund minus a \$75 administrative fee. After the first rehearsal, no refunds will be granted. Difficult or hardship cases will be considered on a case-by-case basis. SYS is not able to fill positions that are vacated mid-season. Tour down-payment is non-refundable.

If you have chosen a tuition payment plan, your obligation remains the same as that above. Cancelling your payment plan subscription, or non-payment of any kind, does not relieve you of the tuition obligation above. SYS reserves the right to collect any unpaid tuition, including, but not limited to collections, if necessary.

MUSIC EXPENSES

Musicians are provided with music folders at rehearsals; these folders should NEVER go home. Musicians will be provided with access to electronic practice copies on the Members website for their use at home. At the end of the season we require that all practice parts are turned in to the SYS office. Copyright laws now require that you return all music and copies of music to SYS.

YOU WILL BE CHARGED \$50 for unreturned music and or copies of all music.

PARENT SERVICE OBLIGATION

The Sacramento Youth Symphony is a member run organization relying heavily on its members performing much of the preparation for rehearsals and concerts to keep costs down.

Each member family is required to serve at least **10 hours** from various tasks such as rehearsal set up and break down, snack bar sales, working at concerts, serving on event committees, and office work just to name a few. Service hour opportunity sign-ups will be available on-line prior to the start of rehearsals.

NOTE: Families with more than one student enrolled at SYS are only obligated to serve a total of 10 hours, not 10 hours per student.

The Sacramento Youth Symphony requires that all parents performing their service hours be fingerprinted by the CA Department of Justice. This must be completed by September 1st, 2017. Fingerprinting service will be available at our first parent meeting of the season on August 20nd, 2019. There is a small fee for this service.

For those who do not wish, or have time to be of service, these 10 hours may be bought out at a rate of \$20/hr or \$200.00 total for the season. You have the option to buy-out your hours at the time of registration or during the season by sending your check to the SYS Business Office.

Service Hours buy out, completed service hours, or service sign-ups via our on-line tool must total 10 hours to meet the obligation by February 15th, 2020. Families with service hour accounts not meeting those standards by the deadline will receive a bill in the mail for their unworked hours.

All member tuition, including service hours or buy-out must be current prior to auditions for the next season, or that student will not be allowed to audition. Any service hours not completed or bought out at the end of the season may be taken to collections. Contact Marcee to buy-out your Service hours.

CONCERT TICKETS

Member families will receive a FAMILY scan card that includes 8 Complimentary admissions to be used at SYS ticketed concerts* over the course of the season. Complimentary tickets have no cash value. The member family can choose to use all 8 admissions to a single concert or split their 8 admissions over the season in any combination that total 8. Only one ticket package is given per family regardless of the number of students enrolled. Once the 8 admissions have been used, additional tickets may be purchased at the Box Office at the public rate. Children 10 and under are Free to most SYS concerts and may be scanned in separately at the SYS member entrance at the concerts.

*Special Events and concerts not ticketed by SYS not included.

MEMBER AND FAMILY CARDS

New SYS member and Family cards are distributed at the 1st parent meeting. Member cards from previous season will be re-activated. If you have lost your scan cards from the previous season you may apply for a new card at the parent meeting.

TOUR FUNDRAISING

If you expect to participate in a tour with traveling expenses in the current season or future season, you may take advantage of optional fundraising opportunities organized by SYS. Past fundraising opportunities have included raffle tickets, candy and holiday wreath sales, grocery scrip, program ads, recycling through Ming's, and honey from the Whispering Pines hives.

Log in and access the member's section of the website or contact Vicki for more information about fundraising.

Perpetual Tour Fund

Musicians may establish a perpetual tour account to pay for personal expenses associated with SYS tours. In this way, when the

opportunity arises, you will be prepared. Your fund follows you through all your years with SYS. When a musician graduates or chooses to discontinue membership in SYS, unused funds may be transferred to a sibling or (by default) become property of the SYS general tour fund. Contact Marcee to establish a perpetual tour fund.

SEATING AUDITIONS

Once you have registered and paid tuition, you will be given access to Seating Audition Music on the Member's web site. Seating auditions are held in August/September at Sacramento State, for all ensembles. See web calendar for specific dates. You will be notified of the assigned musical selection as well as a schedule of audition times via email. Practice sheet music is made available for download from the website in July. Members will receive a log in and password to access the Members portal and practice music.

Please plan to arrive 15 minutes early with your instrument and sheet music. Results and seating charts are posted online before the first rehearsals.

Seating placement is based upon a variety of factors including a specific assessment and comments by judges and independent adjudicators, demonstrated leadership, maturity, and experience. Our conductors and artistic director make every attempt to assign seats in a way that represents the best interests of our musicians as well as the program overall.

Reseating: The Classic Orchestra reseats following the fall concert. However, all conductors may reseat as needed at any time during the season.

WEBSITE ACCESS

Once you have registered for your orchestra or ensemble, you will receive a password to access your group's webpage in the Members Only section. This will give you access to sheet

music for practice and other group specific information. The Members only section displays additional resources: Calendar, Absence Forms, clothing orders, and fundraising opportunities as well as other important information. Please login and check the website regularly.

REHEARSALS

Rehearsals are held weekly at Rosemont High School. You will be notified of any change in time or location via email or on the website. Rosemont High School
9564 Kiefer Blvd
Sacramento, CA 95827
Directions: Take Highway 50 to the Bradshaw Road exit. Head south on Bradshaw, turn right on Kiefer Blvd and you'll see Rosemont High School on your left.

Practice sheet music for the Fall Concert is available on the website soon after seating auditions. Download your music and begin practicing at home as soon as possible.

Rehearsal schedule is generally as follows:

Tuesdays

Premier Orchestra	7:00 – 9:30 pm
Classic Orchestra	7:00 – 8:45 pm
Harp Ensemble	6:30 – 8:00 pm
Prelude Strings	5:45 – 7:00 pm
Vivace Strings	7:15 – 8:45 pm

Thursdays

Academic String Orchestra	7:00 – 9:15 pm
Symphonic Wind Ensemble	7:00 – 9:00 pm

You will be notified of any changes to the rehearsal schedule via email.

Plan to arrive 15 minutes early to all rehearsals to tune your instrument, set up your music stand (if applicable), and warm up.

Parking: Please observe rules of common courtesy as you drive in and out of Rosemont High School's well-lit and safe parking lot. Remember that children are walking to and from cars. Use caution, lock your car and do not leave valuable items behind.

Check-in: Upon arrival at rehearsals, musicians will be checked in either by our Rehearsal Coordinator or SYS parents working family service hours. **Be sure to bring your SYS student scan card to all rehearsals and concerts.** (You may pick it up at parent meeting or first rehearsal.) Staff or volunteers scan musician member card upon arrival at all rehearsals and concerts to track attendance and timeliness. An orchestra assistant is present throughout rehearsals for questions and issues.

Classic Orchestra as well as Vivace and Prelude Strings musicians must **bring a portable music stand labeled with their name** to all rehearsals.

All musicians should bring their instruments as well as proper accessories, pencils, and erasers.

All musicians should be ready to play when the conductor takes the podium.

Rehearsal Sheet Music: All musicians are provided with music folders at rehearsals (you do not need to bring practice sheet music with you). Rehearsal sheet music and folders should NEVER go home with you. You may write on sheet music originals in pencil only, making only necessary music notations. Do not draw, write notes, or deface your sheet music in any way. **Musicians will be charged for lost or damaged music.**

Breaks: Conductors indicate break times during rehearsals. A snack bar is available in the hallway during breaks. **All food should be eaten in the hall and not in rehearsal rooms.**

Always be on your best behavior during rehearsals as well as breaks. Be sure to observe the rules of both Rosemont High School and SYS. Remember that other orchestras and ensembles may still be rehearsing and would appreciate proper courtesy. See Care of Facilities and Code of Behavior below.

Security: The safety of our musicians is very important to us;

Please do your part to keep everyone safe:

- **Musicians must remain in rehearsal rooms or the hallway at all times.**

- Do not wander the halls or outside.
- Under no conditions should musicians drive during breaks.
- Walk your musician into rehearsals or drop them off as close as possible to rehearsal rooms.
- **Pick your young musician(s) up on time after rehearsals.**
- In case of illness or injury, a parent may be contacted by SYS Staff to pick up their musician early.

ATTENDANCE POLICY

You are a member of a select group of musicians. Your commitment is critical to the success of the whole. Please check the website and online calendar for all pertinent dates and mark them in your personal calendar as soon as possible.

Musicians MUST plan to attend all scheduled activities for their particular orchestra or ensemble.

Please let the SYS office know if your child will be absent through the Member's portal /Report an absence on the SYS Website.

If you anticipate scheduling conflicts, please rethink accepting SYS membership.

All musicians will check into each rehearsal and concert with their Musician Card. Continuing students will use their card from last year which will be re-activated. New members will receive their attendance card at the Parent orientation meeting or first rehearsal. If you do not scan in you will be marked absent.

Excused Absences

SYS understands that some absences are unavoidable. Possible excused absences include

- School music functions
- Religious commitments
- Illness

SYS strongly encourages participation in school music programs. If you are required to participate in a school music function, we consider it an excused absence.

In order for a non-illness absence to be excused, you must notify the SYS office at least one week in advance by reporting the event on our website. Log in then select *Members > Report an absence*. If no notice is given, an absence is considered unexcused.

For illnesses, notify the office or log in to the website as soon as possible before the beginning of a rehearsal or performance.

Unexcused Absences and Tardiness

When you are absent or late for rehearsals or performances, it affects everyone.

- **Any absence from a concert counts as an unexcused absence, regardless of the reason.**
- You must check in at rehearsals and concerts at least five minutes before your start time, otherwise you will be marked tardy.
- If you leave a rehearsal early without prior notice, you will be marked tardy.
- If you are tardy three times, you earn one unexcused absence.
- Extreme cases, such as tardiness due to bad traffic or accidents on the freeway, do not count against your record.

Five excused absences, three unexcused absences, continued tardiness, or any unexcused absence from a dress rehearsal or concert are grounds for expulsion.

Excessive absences can and will have an effect on future membership!

See Code of Behavior and Disciplinary Action below for more information.

LOCAL CONCERTS

Weekly rehearsals prepare your musician for concerts held locally in fall, winter, and spring. Just before concerts, you will receive a call sheet with specific information about times and locations. Most seasonal concerts are held at Rosemont High School, Sacramento City College or other venues as needed. Additional local concerts may be performed by the Premier Orchestra as well.

Premier Orchestra Concert Series

The Premier Orchestra concert series typically includes at least one concert in fall, winter, and spring. Check website for additional concerts.

Academy Concert Series

Academy of Music concerts are performed in two segments. The first is performed by Prelude and Vivace Strings ensembles and the Classic Orchestra. The second segment is performed by the Academic String Orchestra and Symphonic Wind Ensemble. Start times are usually 1pm and 3pm or 2pm and 4pm on Saturdays or Sundays.

See website for more information and updates.

CONCERT DRESS

All musicians are required to purchase and wear appropriate concert dress for all concerts and performances.

Premier Orchestra Concert Dress

The Premier Orchestra is required to dress in the mode of a professional orchestra.

Gentlemen

- Black tuxedo (used tuxedos are available at various formalwear stores in the area)
- White, long-sleeved dress shirt (tux-style or pointed collar is acceptable)
- Black bow tie, socks and dress shoes

Tuxedo Den sends a representative to a fall rehearsal for a fitting session. They offer a great price on complete ensembles.

Ladies

- Two piece outfit, black on top and black on bottom (the required outfit is available at www.concertblack.com)
- Black or natural-colored nylons
- Black dress shoes (no sandals)

Concert Black provides an assortment of comfortable, washable, and stylish two-piece ensembles. Samples and brochures are available at the first parent meeting in the fall. You may participate in an order due mid-September to receive a group discount.

Academy of Music Concert Dress

All other orchestras and ensembles have a less rigorous dress requirement.

Gentlemen

- Black dress pants
- White long-sleeved dress shirt
- Bow tie, socks, and dress shoes

Ladies

- Black long skirt, pants, or dress slacks
- White long-sleeved or ¾ length blouse (both available at concertblack.com)
- Black or natural-colored stockings
- Black dress shoes (no sandals)

In all cases, no excessively large or distracting earrings or other jewelry—or anything else that distracts from your orchestra or ensemble as well as the music—is permitted.

Musicians are fined \$10 for each dress code violation. Violations are determined by the orchestra assistant and must be confirmed by the General Manager. **More than one dress code violation is grounds for expulsion.**

Contact Vicki for more information about concert dress.

PHOTOS

Students at Sacramento Youth Symphony will be involved in activities where photos, videos, or audio recordings may be taken such as during concerts or at rehearsals. Photographs or videos of students may be used in a variety of media to celebrate success of our activities or promote activities at SYS. Photographs of our musicians are also used in newspapers, magazines, brochures, web site, social media, DVDs, special displays and other promotional material. Audio recordings may be used to produce CDs, be presented on our web site, or be used as part of a video. All photos, videos, and audio recordings are the sole property of SYS and no compensation is offered for their use.

The majority of parents are happy for their child's photograph to be used and their children enjoy seeing their photographs in the newspapers and on SYS publications. If you do not want for your child's image to be used for a particular purpose, you may opt-out by submitting a request in writing.

Each season, a professional photograph is taken of each orchestra and ensemble. Photo

purchase order forms are made available shortly before and while photos are taken. Purchase is optional and not included with tuition.

CDS AND VIDEOS

Some of our major performances are professionally recorded and made available on CDs or DVDs. We generally do not videotape performances. The SYS is licensed by ASCAP and BMI for performances of copyrighted music and we pay yearly fees for the right to perform. **Please do not videotape or post any content to the internet, including YouTube, Instagram or any other media outlet.**

OUTREACH TOURS

Each spring, each of the large orchestras participates in a day-long tour to several elementary schools in our area. These tours are a positive experience for our musicians as well as a fine means of introducing other children to orchestral music. Most schools will excuse the child's absence as this is considered a Community Service event. These outreach performances are optional yet all are encouraged to participate.

CARE OF FACILITIES

We are very fortunate to be allowed to use the facilities at Rosemont and other high schools for our rehearsals and performances. It is critical that we show proper respect for these facilities to ensure that our welcome continues.

Please exhibit mature and responsible behavior at all times. Also, observe the following specific guidelines:

- Do not write on the chalkboards, rummage through desks, or remove ANY items that do not belong to you.
- Keep rooms and auditorium clean.
- Throw trash in trash cans.
- NO FOOD IS ALLOWED IN REHEARSAL ROOMS (eating is allowed only outside and in hallways).
- Leave the room the way you found it or cleaner.

CODE OF BEHAVIOR

Cell phones and electronic game devices are not allowed at rehearsals or performances.

Any cell phone heard or seen at rehearsal is subject to confiscation by the conductor or orchestra assistant. Confiscated devices will be returned to parents at the end of rehearsal.

Also, take special care not to interrupt others by using loud voices, slamming doors, running, or making other noises during rehearsals.

Membership with SYS is a privilege. Thus, we expect you to respect yourselves, your peers, your conductors, and SYS staff. We expect you to behave courteously, support each other's efforts, recognize and applaud successes, encourage musical excellence, approach new challenges with a positive attitude, and resolve differences maturely.

DISCIPLINARY ACTION

SYS members are expected to represent and uphold our tradition of fine behavior. Serious infractions of the SYS code of behavior including proper care of facilities will be reviewed at the discretion of the artistic director, with input from conductors and other relevant individuals. In addition, suspension, expulsion, or other disciplinary action may result from the following actions:

1. Serious insubordination or disrespect for authority
2. Rough horseplay or loud and raucous behavior
3. Disruptive verbal or physical behaviors
4. Profane, vulgar, or obscene language or behavior
5. Sexual harassment (saying something, doing something, or touching someone in a way that makes that person uncomfortable)
6. Chronically ill-prepared for rehearsals.
7. Use, sale, distribution or possession of drugs, alcohol, or other controlled substances
8. Smoking on school grounds (already a public school prohibition—*don't do it!*)
9. Injury or harm to persons or property (or serious threat of)

10. Assault with or without a dangerous object or weapon
11. Possession of dangerous object or weapon
12. Theft or unauthorized removal of personal property
13. Any vandalism to property
14. Three unexcused absences, five excused absences, continued tardiness, parental non-cooperation or fulfillment of required fees and/or member service hours.
15. Absence from dress rehearsal or performance without an extremely legitimate excuse
16. More than one dress code violation

If you feel you are being harassed, or you know someone is doing something unsafe, make certain you inform an SYS staff member or conductor as soon as possible.

We hope to continue the SYS record of excellent behavior established over our long history. We are grateful that our musicians consistently show character and virtue as well as talent. We count on everyone to keep the SYS experience safe and successful.

Once again, welcome to the Sacramento Youth Symphony's new season. If you have any questions or concerns not answered in this handbook, please feel free to contact an SYS staff member.