



TACOMA  
YOUTH  
SYMPHONY  
ASSOCIATION

[www.tysamusic.org](http://www.tysamusic.org)

# Membership Handbook

## 2023/2024 Season Rehearsal Schedule

<u>Orchestra/Group</u>	<u>Rehearsal Time</u>	<u>Location</u>
<b>Tacoma Youth Symphony</b> Dr. Paul-Elliott Cobbs, Conductor	9:30 a.m. - 1:00 p.m.	Tacoma Theaters Rehearsal Hall
<b>Tacoma Junior Youth Symphony</b> Mr. Joe Dyvig, Conductor	2:00 p.m. - 4:30 p.m.	Tacoma Theaters Rehearsal Hall
<b>Tacoma String Philharmonic</b> Dr. Anna Jensen, Conductor	2:15 p.m. - 4:30 p.m.	Tacoma Theaters Rehearsal Hall
<b>Tacoma Wind Philharmonic</b> Mr. John M. Wetherington, Conductor	10:00 a.m. - 11:45 p.m.	Tacoma Theaters Rehearsal Hall
<b>Tacoma String Symphony</b> Ms. Karen Helseth, Conductor	12:15 p.m. - 2:00p.m.	Tacoma Theaters Rehearsal Hall
<b>Tacoma Youth Brass Ensemble</b> Ms. Elizabeth Ward, Conductor	1:10 p.m. - 1:50 p.m.	Tacoma Theaters Rehearsal Hall
<b>Music Theory 0.5</b>	11:30 p.m. - 12:00 p.m.	<b>Jones Bldg. 4th floor</b>
<b>Music Theory I</b>	12:30 p.m. - 1:30 p.m.	<b>Jones Bldg. 4th floor</b>
<b>Music Theory II</b>	1:45 p.m. - 2:45 p.m.	<b>Jones Bldg. 4th floor</b>



**Welcome to the Tacoma Youth Symphony Association's 61st Season.**

Congratulations on your acceptance into the Tacoma Youth Symphony Association! We anticipate an exciting and enriching year ahead and look forward to becoming an integral part of your musical education.

This handbook provides an overview of most membership information, general rehearsal times and locations, contact information and tuition costs. Additional questions can be answered by visiting our website at [www.tysamusic.org](http://www.tysamusic.org).

**Our Mission:**

Through music education, the Tacoma Youth Symphony Association empowers young people to seek intellectual growth, to explore creative pathways, to appreciate cultural diversity, and to experience the joy of being part of a team while becoming engaged citizens and reaching their greatest musical potential.

**TYSA Equity & Diversity Statement:**

Together we create one sound.

At TYSA, we welcome & embrace *all* in our pursuit of inclusion and efforts toward social justice. Our diversity makes us stronger as we share our common love of music and learning. We value all races, ethnicities, religious beliefs, gender identities, sexual orientations, socioeconomic backgrounds, and experiences. We believe each individual is a stakeholder in our collective success and enriches our TYSA family and the broader community we serve.

We are happy to have you as part of our organization and wish you a successful and fulfilling season.



# **TYSA is.....**

**...a place for you to be surrounded by like-minded students, students who go above and beyond.**

**...a safe environment where you can express yourself through music.**

**...a culture in which you will learn how to learn.**

**...an extended family who accepts you for who you are, allowing you to become an even better you.**

**...FUN. Lifetime friendships and memories are made here every year**



## IMPORTANT 2023-2024 DATES

September 9	Orientation & First Rehearsal
September 23	Theory Begins & Brass Choir Begins
September 30	TYS Retreat & TJYS Retreat
October 1	TYS Retreat
October 14	Concerto Auditions
October 28	TYSA Costume Concert @ Pantages Theater - 7:00 p.m. (all groups perform)
November 19	TYS Concert @ Rialto - 3:00 p.m.
December 1	TJYS Victorian Country Christmas Runout Concert – time TBA
December 3	Brass Choir Performance – Symphony Tacoma’s Sounds of the Season concert @ the Pantages
December 7	TYVP Winter Showcase
December 9	TSS & TSP & TWP Concert @ Schneebeck Hall/UPS - 1:00 p.m
December 9	TJYS & Brass Choir Concert @ Schneebeck Hall/UPS – 4:00 p.m.
December 16	TYS Only (TJYS, TSP, TWP, TSS all on winter break)
January 13	Symphony Tacoma Masterclasses with TYS
January 19 & 20	Chamber Dress 5:00-9:00 p.m. (1/19) & Chamber Concert - 7:00 p.m. (1/20) Annie Wright School – Raynor Chapel (Tacoma)
February 2	TYS Discover Music Concerts - Rialto Theater – Time TBA
February 10	TYSA Trivia Night – Fundraiser and Auction
February 15	Concerto Spotlight Concert - Museum of Glass – Time TBA
March 1	All fees are due at this time.
March 3	TYS Concert @ Rialto Theater - 3 p.m.
March 16	TYSA Outstanding Senior Scholarship Auditions
March 26	String Orchestra Festival
April 18	TWP Art Museum Runout
April 20	TSS Runout Concert
April 26	TSP School Side-by-Side Tour
April 27	Theory Ends
May 4	TSS & TSP & TWP & TYVP Concert @ Mason United Methodist - 1:00 p.m.
May 11	TJYS Concert @ Rialto - 3:00 p.m.
May 18	TYS Concert @ Pantages - 7:00 p.m.

**No Rehearsals on November 25, December 16 (except for TYS) ,December 23, December 30, February 17, & April 6**

## **TUITION**

Much of the TYSA's annual budget is raised by the Board of Directors through fundraisers, grants and donations. Disbursements include concert expenses, instrument and music purchases, administrative and artistic salaries, facility rentals, and scholarships. Every effort is made to keep the annual tuition for our members as low as possible.

The tuition and fee schedule for the 2023-2024 season is listed below:

	<u>Full tuition</u>	<u>Early bird tuition (tuition paid in full before 10/1)</u>	
TYS	\$1385	\$1335	dep. \$515
TJYS	\$1260	\$1210	dep. \$390
TSP	\$1115	\$1065	dep. \$245
TWP	\$1080	\$1030	dep. \$210
TSS	\$1080	\$1030	dep. \$210
Theory .5	\$110	N/A	
Theory I or II	\$195	N/A	
Students entering mid-season	Prorated		
Withdrawal refunds	Prorated from the date on which written notification w/guardian signature is received in the TYSA office. <u>No tuition refunds after March 1</u>		

Audition Fee \$60

*Sibling discounts on a family's season tuition are as follows:*

2 children	\$75 discount
3 children	\$125 discount
4 children	\$150 discount

Tuition statements are mailed in August. You may pay in full or make regular monthly payments (\$145) due on the 1<sup>st</sup> of each month. The first payment is due on September 1<sup>st</sup> and all fees are due by March 1<sup>st</sup>.

## **NEED BASED FINANCIAL AID and SCHOLARSHIPS**

TYSA understands and appreciates that supporting a student's music education involves a substantial financial commitment on the part of parents/guardians. Scholarships are available with awards based on financial need. The September and October 1<sup>st</sup> payments must be received before scholarships will be considered.

Scholarship applications are due September 15<sup>th</sup> each year. Applications are also available on our website under the Auditions tab.

## **TYSA Attire For Concerts**

TYSA Concert Dress code is transitioning to "Concert Black" for all performances.

All TYSA students are asked to choose the components of their concert blacks within the following guidelines:

- solid black long-sleeve dress shirt or long-sleeve blouse (no low necklines or backless choices)
- solid black dress pants, slacks, skirt, or dress (skirt length must be floor length)
- please wear a black belt with your pants/slacks if needed.
- black socks or black opaque stockings/tights
- black dress shoes (heels are not recommended, particularly for performers who stand to perform)

Please note: TYSA students are also permitted to wear the white tuxedo shirt/black slacks/skirt, tux attire, or Angelique dress from previous years if you would like to.

Please do not wear:

- black jeans or leggings
  - t-shirts or tank tops
  - sneakers, black shoes with colored stripes or logos
  - white socks or colored socks other than solid black
-

## INFORMATION ESPECIALLY FOR PARENTS

**Withdrawal Policy:** Please submit in writing to the TYSA office of your child's request to withdraw from TYSA. The day your letter (with guardian signature) is received by TYSA will be the official withdrawal date. Tuition will be prorated prior to March 1<sup>st</sup>; after March 1<sup>st</sup> there will be no tuition refunds. We strongly encourage your child to finish their commitment and not drop during a concert cycle.

**Volunteer Positions:** The Tacoma Youth Symphony Association relies heavily on the assistance of volunteers. Please take the time to call the office (253-627-2792) and offer your services, or submit an interest form at [tysamusic.org/volunteer](http://tysamusic.org/volunteer).

**Musician Pick-up:** It is very important to pick up your child(ren) as soon as rehearsals or other events are over for their safety. Staff members are involved in other activities and are unable to watch children who have been left.

**Video Policy:** To video tape one of TYSA concerts you must obtain a video pass through the TYSA office. Video passes are available 2 weeks prior to the concert and you must purchase a ticket in order to use the video pass. You must present the pass to an usher who will show you to a video location. **Only two passes are available for each concert.**

**Attendance Policy:** The Attendance Policy of the Tacoma Youth Symphony Association is strictly enforced. A copy of the policy is included on the following page. Each member is required to attend all performances, retreats and tours of the orchestra of which they are a member.

**Parking:** Parking is metered by parking meters. Please make sure you provide yourself enough time to get warmed up and settled before the concertmaster tunes. Also allow for enough time at the end of rehearsal for adequate clean-up. Carpooling is strongly encouraged.

**Music Folders:** Students' music folders will include rehearsal schedules and music. Check the rehearsal schedule to make sure that you are aware of any changes in dates and locations. All music and folders are to be turned in at each concert. Members agree to pay a \$7 fee for each piece of music that is not returned within 30 days of the concert, \$5 for missing Glaesel folders and a \$20 fine for missing TYS black folders. *Copied music is property of TYSA and no student is allowed to keep copied music issued by TYSA.* Above fees apply to copied music as well as original music.

**Supply List:** Metronome, Mute(s), Tuner, Pencils. **Optional:** Staff Paper, Music Dictionary: *The A to Z Foreign Musical Terms* by Christine Ammer, ECS publishing. TYS and TYAO only: International Music Company (IMC) *Orchestral Excerpts* Volume I & II (TYS & TJYS oboes should purchase the *Orchestral Excerpts* by Presser Music)

**Payments:** Please use the payment drop box located inside the TYSA office or mail any payments/money to the TYSA office. Please do not hand checks or cash to TYSA staff on Saturdays or at concerts.

## MEMBERSHIP REQUIREMENTS

*Your acceptance of membership in TYSA requires that you agree to:*

- 1 Work for excellence in the preparation and performance of symphonic literature by personally practicing sufficiently to be well prepared for rehearsals and performances.
- 2 Attend all rehearsals, concerts and out-of-town trips and comply with current procedures and policies pertaining to attendance.
- 3 Be a participating member of your school's instrumental music program.
- 4 Take advantage of other opportunities, such as private lessons, to improve your skills.
- 5 In case of emergency absences, contact the appropriate Rehearsal Assistant.
- 6 Arrive early for all rehearsals and concerts and be attentive before rehearsal begins as well as throughout rehearsal.
- 7 Give the conductor your strict attention. While the TYSA recognizes the importance of socialization, social conversation must be avoided during rehearsals. **Cell phones must be in silent mode or off during rehearsals.**
- 8 Be a true ambassador for the orchestra by exhibiting proper behavior and dress.
- 9 Maintain professional decorum at concerts by: Using only the performer's entrance; Maintaining dignified conduct while entering and exiting the stage during the performance and especially during rests; Remaining backstage until the concert is completed.
- 10 Care for the TYSA's music; return all parts at the conclusion of each concert and agree to pay replacement costs for each piece of music that is not returned.
- 11 Be in proper concert dress for concerts AND appropriate attire for rehearsals.

# ATTENDANCE POLICY AND ABSENCE NOTIFICATION PROCEDURES

The very nature of the orchestra experience requires a concerted effort by individuals doing their best at all times. By accepting membership in the Tacoma Youth Symphony Association, each student is expected to fulfill the obligations associated with all performances, retreats and tours as well as the rehearsals for their preparation. A rehearsal schedule will be handed out at the beginning of each concert set to assist the students and their families with planning. In all aspects of this experience, punctuality is essential as is communicating extraordinary personal circumstances to the conductor through the Rehearsal Assistant. Student attendance record is reviewed at the beginning of each season as a factor affecting orchestral placement.

## ABSENCE NOTIFICATION PROCEDURE

1. Each student is required to attend all performances, retreats and tours of the orchestra of which they are a member.
2. If a conflict occurs, the students should identify it as many months in advance as possible and attempt to resolve it to avoid the conflict with the TYSA event.
3. If these efforts do not resolve the conflict, the student should fill out an absence form online. If a student is ill and will not make it to rehearsal, please fill out the absence form online and call the rehearsal assistant. **ABSENCES SHOULD BE A RARE OCCURRENCE.** For students in leadership positions (principals, assistants and players with one on a part) this is a very serious matter. All forms submitted online should be done by the parent or legal guardian.
4. EMERGENCY absences (sudden illness, death in the family, etc.) must be referred to the Rehearsal Assistant as early as possible.
5. After two absences a letter will be sent home to the parents. After three absences the student needs to meet with the conductor.

## REHEARSALS

Each student must attend every rehearsal and stay to its conclusion. Some works do not require all instruments. Players of such instruments must be in attendance only for that portion of the rehearsal for which they have a part. They may leave only after being dismissed by the conductor.

## PUNCTUALITY

Students are expected to arrive at the rehearsal site, be tuned and warmed up by the beginning of the rehearsal; arriving at starting time would make the student late. Being late greatly detracts from the planned group objectives. It is also a requirement to be in place and on time after scheduled breaks. Students who enter a rehearsal late for any reason must check in with the Rehearsal Assistant.

## CONCERT VIDEOTAPING POLICY

The Tacoma Youth Symphony Association is dedicated to providing the optimal performance and listening experience to our students and audiences. We strive to maintain a professional atmosphere keeping distractions to a minimum, thus ensuring the best performances possible.

To support this conviction, we must limit the number of individuals allowed to videotape our performances. Unfortunately, we cannot accommodate all requests. **If one desires to videotape a performance they need to request a video pass and purchase a reserved seat**, available through the TYSA office, in the section of the balcony specific to these purposes. One must present the pass and reserved ticket to an usher. Only two passes will be available for each concert. If the areas reserved for wheelchairs are available, then and only then will additional videotaping equipment be allowed in that area.

Priority issuance of video passes will be given to those families who have soloists performing in the concert. Additionally, we will request that those families with video passes be willing to provide copies to other families at cost.



# OFFICE DIRECTORY

TYSA OFFICE 253-627-2792

[www.tysamusic.org](http://www.tysamusic.org)

Ms. Minna Stelzner, engagement manager (general info. and Dr. Cobbs contact, parent volunteers, special events)

[mstelzner@tysamusic.org](mailto:mstelzner@tysamusic.org)

Ms. Megan Berkinshaw, operations manager (Saturday rehearsals, chamber music, attendance, scheduling, etc.)

[operations@tysamusic.org](mailto:operations@tysamusic.org)

Mr. Tommy Hawthorne, education manager (run-outs, retreats, student volunteers, education concerts, EMF, etc.)

[education@tysamusic.org](mailto:education@tysamusic.org) [emf@tysamusic.org](mailto:emf@tysamusic.org)

Mrs. Kristina Thomas, marketing manager (tickets, advertising, etc.)

[marketing@tysamusic.org](mailto:marketing@tysamusic.org)

Ms. Rebecca Reinmuth, finance manager (bill payment, invoices etc.)

[finance@tysamusic.org](mailto:finance@tysamusic.org)

Ms. Heidi Davidson, music librarian (all music related questions and instrument rentals)

[librarian@tysamusic.org](mailto:librarian@tysamusic.org)

Dr. Anna Jensen, executive director and TSP conductor.

[ajensen@tysamusic.org](mailto:ajensen@tysamusic.org)

## Tacoma Youth Symphony Offices

901 Broadway, Suite 500, Tacoma, WA 98402

## Pantages Theater/Broadway Center/Tacoma Theaters Building

901 Broadway, Tacoma, WA 98402

## Rialto Theater

310 S 9th St, Tacoma, WA 98402

## Schneebeck Hall - UPS

1567-1625 N Union Ave, Tacoma, WA 98416

## Mason Methodist United Church

2710 N Madison St, Tacoma, WA 98407

## Annie Wright School (chamber concert venue)

827 N Tacoma Ave, Tacoma, WA 98403

## Museum of Glass (concerto spotlight concert venue)

1801 Dock St, Tacoma, WA 98402