

Member Handbook

2023-2024 season





WELCOME TO CSYO!

Congratulations on being selected as a member of the Cincinnati Symphony Youth Orchestra. The CSYO program provides musical training to enhance education, enrich our community, and transform lives by pursuing excellence through direct music instruction. We wish to complement and reinforce school music programs. Our program is designed to challenge, nurture, and inspire young instrumentalists through orchestral music with rehearsal and performance experiences. Each orchestra emphasizes the performance of orchestra literature under the leadership of top conductors. The CSYO consists of two ensembles: the Philharmonic (grades 9-12) and the Concert Orchestra (grades 8-12).

Our work together as an orchestra will enhance your growth as a musician and create memorable performances for both you and our audiences. We welcome you to CSYO and look forward to making music with you.

The information in this handbook is designed to make clear the policies and procedures relating to all Cincinnati Symphony Youth Orchestra ensembles.

HISTORY OF THE CSYO

Founded in 1895 the Cincinnati Symphony Orchestra is the fifth oldest orchestra in the United States. Organizations like CSYO are found in many major cities in the United States and around the world.

The CSYO was founded in 1964 as the Cincinnati Youth Orchestra by Max Rudolf, Music Director of the Cincinnati Symphony Orchestra, and area music educators who recognized the importance of providing talented young musicians the opportunity for serious training and extensive orchestral experience.

The CSYO connection to the CSO, and the support it provides, is significant and allows for opportunities unique to our ensembles.



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The true beauty of music is that it connects people. It carries a message, and we, the musicians, are the messenger.

Roy Ayers

MISSION STATEMENT

The CSO's Learning Department activates the power of culturally-inclusive music to nurture and inspire lifelong learning.

Members of CSYO will maintain a personal standard of conduct that will be a credit to themselves, their parents, schools and communities. Students are expected to contribute to the atmosphere of devoted and serious performance that distinguishes this organization.



REHEARSALS

Philharmonic Orchestra

Sundays

1:30 - 4:30 pm

Room 1630
Mary Emery Hall
CCM Village
Cincinnati OH 45221

Concert Orchestra

Sundays

2:00 - 4:30 pm

Walnut Hills High School
GPS address 1501 Jonathan Ave
Cincinnati OH 45207-1403

IMPORTANT DATES

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|--------------------|--------------------------------------|-----------|------------------|
| • Sun 9/10 | CSYO Retreat | 1-6PM | Location TBA |
| • Mon 9/18 | NEJ Chair Award auditions | 6-9PM | Music Hall |
| • Thu 10/5 | PO Concerto Competition FIRST ROUND | 6-10PM | CCM Room 3250 |
| • Mon 10/23 | PO Concerto Competition FINALS | 1-3:00 PM | Location TBA |
| • Sat 11/11 | Concerto Competition Recital | 2:30 PM | The Kenwood |
| • Sun 11/26 | YES - CSYO REHEARSES!! | | |
| • Sun 12/3 | Philharmonic Concert | 2:00 PM | Music Hall |
| • Sun 12/10 | Concert Orchestra Concert | 7:00 PM | CCM Corbett Aud. |
| • Sat 1/13 | Concerto Competition Winners Recital | 2:30 PM | The Kenwood |
| • Sat 2/10 | CSYO Senior Showcase Recital | 2:30 PM | The Kenwood |
| • Sun 3/3 | Philharmonic Side by Side reh. | 2:00 PM | Music Hall |
| • Sun 3/3 | Philharmonic Side by Side perf. | 7:00 PM | Music Hall |
| • Sun 3/31 | NO REHEARSAL | | |
| • Sun 4/28 | Concert Orchestra concert | 2:00 PM | Music Hall |
| • Sun 4/28 | Philharmonic Concert | 7:00 PM | Music Hall |

Important Calendar items

There is the possibility of two special projects that could include CSYO members. We will be able to give two or more months notice.

Due to the schedule for the Southwest Regional Honors Orchestra (SWRO) schedule we are looking to add an extra rehearsal to the Philharmonic schedule so the December 3 concert has adequate rehearsal time.

2024 is the 60th anniversary for CSYO. We will be doing a couple of extra activities on April 28. We ask that students in the Philharmonic plan on attending the Concert Orchestra performance at 2:00 PM.

INCLEMENT WEATHER POLICY

Inclement weather may occasionally cause a major disruption to the transportation and the normal operations of an event or activity. Examples include, but are not limited to, hurricanes, floods, blizzards, heavy snow and ice storms.

The safety of our students and families is of utmost importance to the CSYO. We understand that our students come from all over the region and ask that families use their best judgment when considering travel to rehearsal based on their specific weather situation. In such cases, families should contact the Hotline regarding their absence. The decision to cancel a CSYO event will be made by the Director of Learning. Parents have the right to not send their child to a rehearsal if they feel travel conditions are unsafe, however the attendance policy will still apply. (see pg. 9)

During winter months CSYO ensembles will follow the guidelines used by Hamilton County:

- Snow Emergency Level 1 – business as usual
- Snow Emergency Level 2 – Schedule may be revised. Look for information.
- Snow Emergency Level 3 – Cancellation

Notification:

Rehearsals - Due to the number of students involved in the CSYO, individual phone calls will not be made should rehearsals be canceled. Notification will be made on the Hotline and a group email.

Concerts – Should inclement weather impact a performance, a decision will be made no later than two hours before the report time. Decisions to cancel/not to cancel a CSYO event will be sent via email. Every attempt will be made to reschedule a performance.

Absence Hotline
513-744-3333



ARTISTIC STANDARDS

Each member is expected to come to every rehearsal with their part prepared. Orchestra rehearsals will be used to work on skills that individual members cannot master on their own, such as balance, section intonation, and ensemble phrasing. Rehearsals are **not** the time for individual practice

or to be learning notes. It is the student and parent's responsibility to ensure that each student is taking the proper action to be prepared for the week's rehearsal to the best of their ability. If you learn the notes on your own, rehearsal will be more productive and enjoyable to everyone. Private lessons are strongly encouraged. We are happy to provide names and contact information as needed. Students must bring a pencil to each rehearsal to insert conductor instructions into the music.

Students in the CSYO program are highly encouraged to listen to professional orchestral recordings of pieces being performed. Weekly emails will frequently include links to YouTube and other recordings.



SCHOOL PARTICIPATION

All members of the CSYO program are expected to be active in their school music programs or in good standing with their school music teacher should an unavoidable class conflict prevent them from participating. **We enhance, not replace, school music programs.** Signature forms require your school music teachers verification that this policy is met.

MUSIC

- Members are responsible for bringing all their music to every rehearsal and concert. Parts will not be provided for members who forget their music.
- Members will be given a music folder that must be returned to the CSYO Staff immediately after each concert. You will be assessed a \$20 fee to replace a missing folder.
- String players will always read from the outside player's music in rehearsal and performance. This is to ensure consistency in markings. Inside players should have their parts available at every rehearsal to add markings to their own practice music.
- Percussion students are expected to own appropriate mallets and sticks for orchestral repertoire. Timpani, mallet percussion, chimes, gong, other large percussion instruments, cymbals, and smaller instruments are provided. Students are welcome to use their own instruments if they are of suitable quality.

SEATING

String seating will be rotated using a modified version used by the Cincinnati Symphony Orchestra. Students will experience seating in both inside and outside string positions and at various locations within the section.

Wind players may be rotated as often as each piece within a single concert.

ATTENDANCE POLICY

Failure to comply with these policies will result in dismissal from the orchestra at the discretion of the conductor and CSYO staff. Consistent attendance at rehearsals is crucial to the success and musical growth of CSYO ensembles. Any absence from an ensemble affects the ability of other members of the orchestra to be fully prepared for the concert performance. **The issue is not the reason for the absence, but whether the member has been present for enough rehearsals to be prepared for the performances(s).**

Attendance is taken digitally using a QR code. Be sure to get this taken care of when you enter the rehearsal space.

Please note that for all excessive absence issues, the CSO Director of Learning reserves the right to: 1) schedule a meeting with a member of the CSYO to discuss the nature of absences; 2) schedule a ten-minute playing evaluation with the conductor consisting of any number of excerpts from the current concert cycle's repertoire to assess the student's level of preparation. The conductor may then reassign parts, reseat or dismiss a member of CSYO in extreme cases of attendance policy violations and lack of preparation.

1. The number of allowed absences is set for each concert cycle as follows:

PO & CO December concert cycle #1 = 3
PO Side by Side cycle = 1
PO April concert cycle = 2
CO April concert cycle = 3
 2. If a member cannot get to a rehearsal safely due to inclement weather, illness or emergency, they must call the hotline.(see page 10). Absences due to illness or inclement weather will count toward the member's total number of absences permitted per concert cycle. Rehearsals begin promptly at the designated time with the tuning of the orchestra. **Students should plan on arriving at least 15 minutes before the published time** to allow ample time to park, warm up, and ensure they are ready for rehearsal. **Two tardies over 5 minutes will equal 1 absence.** Excessive tardiness may result in dismissal from the program.
 3. Any mandatory rehearsals are indicated in the calendar. A member missing a mandatory rehearsal may not be allowed to participate in that concert, at the discretion of the conductor. Missing a concert is grounds for dismissal. If you have a known conflict with a mandatory rehearsal or performance you must speak with the staff **immediately**. **A minimum of four (4) weeks notice for a performance absence is expected.**
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HOW TO REPORT AN ABSENCE

Students will submit any known absences in advance on the following schedule:

A KNOWN ABSENCE form will be made available at the beginning of each semester. Students will have one (1) business week to submit any conflicts that will result in an absence from a rehearsal. A 'Known Absence' would include, but not be limited to, a school concert, spring break, or school activities (competitions). Once the Known Absence form has been submitted, any other absences are to be reported using the Hotline.

In case of an emergency, sudden illness, or other conflict which cannot be submitted in advance, you must call the Attendance Hotline. The hotline will be monitored and checked up to the beginning of each rehearsal.

HOTLINE: 513-744-3333

DISMISSAL

The decision to dismiss a member from the orchestra is made only after consultation with the student and parent and is made jointly by the Conductor and CSO Director of Learning.

Students can be dismissed immediately for the following reasons:

- Disruptive behavior (including harassment or assault)
- Theft
- Drug or alcohol possession or use
- Excessive absences or tardiness
- Mandatory rehearsal absence
- Concert absence

Students demonstrating disruptive behavior or excessive absences and tardiness will receive an official warning and be given a reasonable timeframe to improve their behavior. CSYO staff retains the authority to warrant a dismissal from a single rehearsal without warning. The CSYO will inform the student's private teacher, school teacher, and parents of the reason for the dismissal. Any student who leaves the orchestra prematurely due to failure to comply with CSYO regulations will not be compensated for any financial contributions or expenses associated with the CSYO program.

SUMMARY OF EXPECTATIONS

Students are expected to:

- Make CSYO a priority
- Be fully prepared for rehearsals and concerts
- Respect their colleagues
- Maintain good standing in their school music program
- Exhibit professional conduct
- Remain informed about rehearsal schedules and announcements by reading any CSYO communication

Parents are expected to:

- Help students fulfill their musical responsibilities by encouraging at-home practice, 100% attendance, and prompt arrival to rehearsals and concerts.
 - Ensure their child receives regular, adequate instruction on his/her instrument
 - Support their child's school music activities
 - Ensure their child has access to an email account that is used to read the CSYO weekly email
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CONCERT DRESS

Clothes shall be neat, clean, pressed and professional looking. Please avoid heavy fragrances/scented personal products. Sheer fabric is not allowed except for sleeves. Large pieces of jewelry should be avoided.

Philharmonic

Women

Ankle-length black dress, skirt, or dress pants. Black top with elbow-length sleeves or longer. Black closed-toe dress shoes and black socks or hose worn if skin is visible while sitting (sandals and casual shoes are not allowed). All clothing and shoes should be formal rather than casual in material and style – NO jeans, leggings, pull-over sweaters, or spandex/stretchy material. If wearing a mask, it should be solid black.

Men

- Black tuxedo jacket and pants or black suit
- White dress shirt or tux shirt
- Black bow tie
- Black socks (at least calf length)
- Black dress shoes

Concert Orchestra

Option 1: Solid black jacket*, black long-sleeved open-collared dress shirt (no tie) (shirt must be tucked in, no more than the top button unbuttoned, and visible undershirts must be black), black executive length socks, and black polished black shoes. If wearing a mask, it should be solid black.

*jackets with color variation or pinstripes are not allowed.

Option 2: Ankle-length black dress, skirt, or dress pants. Black top with elbow-length sleeves or longer. Black closed-toe dress shoes and black socks or hose worn if skin is visible while sitting (sandals and casual shoes are not allowed). All clothing and shoes should be formal rather than casual in material and style – NO jeans, leggings, pull-over sweaters, or spandex/stretchy material. If wearing a mask, it should be solid black.



TUITION

- Tuition for the Philharmonic is \$550 per student
- Tuition for the Concert Orchestra is \$500 per student
- There is a \$50 discount for per additional sibling

Payment may be made at the orientation via check, credit, or debit card. Automatic payments (EFTs) can be set up. Payment plans can be set up at orientation and are scheduled as equal installments due by the second Monday of each month. Tuition is non-refundable. **Any member whose tuition is not paid, or set-up with a payment plan by the third rehearsal will not be allowed to attend CSYO until the situation is corrected.**

Tuition Assistance

The CSYO will not deny membership to anyone due to inability to pay tuition. Anyone interested in applying for financial assistance is encouraged to complete the Tuition Assistance Form, available online or at the orientation. Any remaining balance after assistance is granted can be put on a payment plan of equal installments.

Refund Policy

All tuition payments are non-refundable. Any member who fails to pay tuition by the third rehearsal will be notified and not allowed at rehearsal if no action is taken to arrange payment.

PARKING

The CSYO Philharmonic members are allowed to park in the CCM garage. Current members may purchase a parking value pass through the CCM Prep Department. Please go to their website <http://ccm.uc.edu/prep/directions> and follow the instructions found in the right margin. For further information or questions, call the CCM Prep office at 513-556-2595. They will be happy to assist you.

There is ample parking at Walnut Hills High School for members of Concert Orchestra. We will be using Lot D.

OPPORTUNITIES

Members of CSYO have access to additional learning opportunities and resources.

1. Tickets to CSO concerts
 2. Work with CSO musicians
 3. CSYO@CSO Nite (group nights at Music Hall)
 4. Interact with CSO guest artists as much as possible
 5. Become a CSO volunteer (ages 16-18)
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AWARDS



Norman E. Johns Chair Award

The Multicultural Awareness Council (MAC) of the Cincinnati Symphony Volunteer Association established the Norman E. Johns Chair Award in the 1995-1996 season to honor Mr. Johns' years of service to the Cincinnati Symphony Orchestra and the community. The purpose of the award is to encourage the participation of talented middle and high school orchestra students who are traditionally underrepresented in youth orchestra programs. The talent-based award is given annually to support African-American, Latinx/Hispanic and Native American Indian students in their pursuit of music and covers the cost of tuition in the Cincinnati Symphony Youth Orchestra.

The following criteria are required for students to be eligible for the award:

- Must be a middle or high school (grades 8-12) student of African, African-American, Hispanic/Latino and/or Native American Indian descent
 - Students must first be accepted into the CSYO program by means of the regular audition process
 - Students participate in a separate audition for this award using the same excerpts that were used for the CSYO auditions
 - Students are eligible to re-audition each season they are CSYO members
 - The Award covers tuition for one season only
 - The winners are announced at the winter concerts and at selected events designated by MAC
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CSYO Philharmonic Concerto Competition

Each season the CSYO Philharmonic students have the opportunity to participate in a Concerto Competition. **Application deadline to submit an application is Monday, September 18, 2023 by 5 PM.** If you need assistance locating an accompanist you can contact CCM Placement Services at 513-556-9481 or emailing ccmplacement@uc.edu. Application forms will be available at auditions for the 2023-2024 season.

Details

- The first round will be held on Thursday, October 5 from 6-10 pm
 - The final round will be held on Saturday, October 21 from 1-3:00 pm
 - All repertoire and applications must be approved by the conductor
 - **Conductors must take into consideration if the piece is a rental and if the ensemble can perform the piece**
 - The first round will consist of 10 minutes of a concerto movement and judged by CSO musicians.
 - The final round will be judged by professionals that may include CSO Music Director Louis Langree, and/or Pops Conductor John Morris Russell, CSO musicians, or other professional musicians
 - Finalists will perform their entire concerto movement
 - One winner will be selected to perform on the annual Side by Side concert with the CSO and one winner will perform on the CSYO Philharmonic spring concert
 - The three finalists not selected to perform at a concert will perform as part of the CSO Rising Stars Chamber series at The Kenwood Saturday, November 11 at 2:30 pm . They will perform their entire concerto movement with an accompanist.
 - The winning finalists will perform as part of the CSO Rising Star Chamber series at The Kenwood Saturday, January 13 at 2:30 pm. They will perform their entire concerto movement with an accompanist.
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COMMUNICATION

The primary form of communication is by email. A weekly email will contain pertinent information for all CSYO members. If you do not have an email account we request that you create an account at one of the many free email providers (GMail, Yahoo! Hotmail, etc). If you are not signed up to receive CSYO emails, please email csyo@cincinnati-symphony.org and provide us with your name, email, and orchestra. It is each member's responsibility to regularly view the weekly email to remain informed.



CSO Learning Department Staff

Carol Dunevant
CSO Director of Learning

Kyle Lamb
Learning Program Manager

Hollie Greenwood
Learning Program Coordinator

Maria Serrano
CCM Graduate Assistant

Mason Stewart
Learning Intern

How To Reach Us

MAIL

CSYO Program
Music Hall
1241 Elm Street
Cincinnati OH 45202

PHONE

513-744-3350

EMAIL

csyo@cincinnati-symphony.org

WEB

www.cincinnati-symphony.org/csyo
