



RPYO

IN ASSOCIATION WITH
THE EASTMAN COMMUNITY
MUSIC SCHOOL

2023-2024 POLICY HANDBOOK

23/24 RPYO
SEASON SPONSOR



Rochester Philharmonic Youth Orchestra

in association with the Eastman Community Music School

Jherrard Hardeman, Music Director

Welcome

Welcome to the Rochester Philharmonic Youth Orchestra! We are delighted to have you as part of our orchestra this year. It's going to be an exciting and fulfilling year ahead as we come together to create beautiful music and explore new horizons. Your talent and dedication are valuable additions to our ensemble, and we can't wait to share this musical journey with you. Here's to a year of artistic growth, meaningful performances, and the shared joy of making music. Welcome to the RPYO family!

Membership Guidelines

Once students are accepted into the RPYO, they are members until they graduate from high school, provided they abide by the following rules and regulations:

- Students must currently be in grades 8 to 12 at an advanced playing level, equivalent in most cases to NYSSMA level 6.
- Members must participate in an on-going instrumental music ensemble in their school for the duration of their RPYO membership. Exceptions are granted exclusively to homeschooled students and those whose schools lack a music program or a program suitable for their instrument.
- Members are required to take private lessons on the instrument they play in the RPYO for the duration of their RPYO membership.
- Members have tenure once they are accepted into the orchestra. If they decide to audition for another orchestra in a future year, they will forfeit their tenure. The Rochester Philharmonic Youth Orchestra and the Hochstein Youth Symphony Orchestra have agreed that student musicians can only be a member of one orchestra or the other, not both.

Conduct

RPYO musicians are expected to conduct themselves on all occasions with common courtesy, respect for people and property, and self-restraint. They are also expected to follow the policies outlined in this handbook of the RPYO regarding behavior and attendance.

Causes for Disciplinary Action:

Members who violate RPYO policies or expected standards of behavior are subject to demotion, suspension, or dismissal from the RPYO. Reasons for such disciplinary action include:

- Unexcused absences or excessive excused absences
- Unexcused tardiness or excessive excused tardiness
- Lack of respect towards RPO/RPYO Administration, members, and other members of the community
- The use of alcohol, vapes, or drugs at any RPYO activity

Attendance Policy

Unexcused Absences:

Since the dedicated participation of each musician is essential to the success of this orchestra, unexcused absences from any rehearsal or performance are not allowed. Each instrument is important, and the absence of any student has a negative impact on the whole orchestra.

Excused Absences:

Illness, emergencies, family obligations, required educational activities, official music performance activities associated with the student's school instrumental ensemble, and other musical activities which substantially benefit the student's musical development count as excused absences. Students are allowed no more than:

- One excused absence between **October 1st** and **November 12th** (1st concert cycle)
- Two excused absences between **December 10th** and **February 25th** (2nd concert cycle)
- Two excused absences between **March 17th** and **June 2nd** (3rd concert cycle)

To request excused absences for rehearsals, students must fill out the **Absence Request Form** (found in the Members section of the RPYO website under the password rpyo2324) as soon as possible. Students are required to be present for all dress rehearsals and performances, unless there is an unavoidable obstacle, extreme illness, or emergency.

Tardiness:

The orchestra will always tune one minute prior to rehearsal start time. Students will be considered tardy if they are not in their seats for tuning. Should a member enter a rehearsal late, it is that player's responsibility to talk to the Music Director before leaving that day. Failure to do so may result in an unexcused absence.

Seating

The following criteria are considered when determining the seating of each section:

- The quality of the seating audition based on musicality and expressiveness, technical skills, intonation, rhythm, and tone quality
- The need for strength and balance throughout the orchestra for the best musical results

Principal, co-Principals, Associate Principal, & Assistant Principal Chairs:

- These leadership positions are assigned following the seating auditions. The designation of these chairs and any rotation of seating will be determined by the Music Director based upon the above criteria used to seat players, as well as indication of the individual player's demonstrated leadership.

Seating Reassignments:

- Should there be musical or other reasons for the Music Director to consider reassignment of any chair during the season, it will be first discussed with the player involved. If a seat reassignment is considered necessary, there may be a new audition for that chair. If no one elects to audition, the Music Director will appoint someone for the remainder of the season.

Program Listing:

- Musicians will be listed alphabetically under each instrument in concert order. Specific positions, such as principals, will be marked.

Music

Students must print out their own music, which will be emailed to them before each concert cycle, and add it to their provided binders. If students do not have access to a printer, they should let RPYO Administration know immediately in order to receive a hard copy of the music. Members are responsible for maintaining their music and music binders in good condition, and must bring them to every rehearsal.

Rehearsals

Rehearsal Time and Location:

RPYO rehearsals are held on Sundays from 1:00–4:00pm at Eastman School of Music East Wing room 415 (EEW₄₁₅) unless otherwise stated, with the first rehearsal on **September 10th** and final rehearsal on **June 2nd**. Students will not have rehearsals on select Sundays. See the 2023–2024 Calendar for full rehearsal schedule.

All orchestra rehearsals will begin promptly at 1:00pm. Students who are signed up to set up for a rehearsal must arrive by 12:00PM. Percussion members should arrive by 12:30pm to set up their instruments. Everybody should be in their seats to warm up between 12:45–12:50pm.

The orchestra will always tune one minute prior to rehearsal start time. Each rehearsal includes a 20-minute break.

Set Up and Tear Down:

All students are required to assist with room set up twice during the season. The **Sign Up Genius** for setting up is due **September 12th**. Arrival time for setting up is 12:00PM.

After each rehearsal, all students must immediately tear down and return the room to how they found it.

*Percussion students are in charge of both set up and tear down of their instruments during every rehearsal.

Additional Rehearsal Materials:

Students must always have these following items with them during rehearsals.

- Tuner (separate from phone app tuners)
- Pencil and Eraser
- Appropriate mute(s)
- Journal/Composition/Spiral Notebook
 - Does not need to be large.
 - This is for practice notes and reflection

Rehearsal Rules:

- Members must listen attentively to pre-rehearsal announcements.
- Food and drink (with the exception of water) are not allowed in the rehearsal room.
- Instruments must be securely stored when not in use, for example, during rehearsal breaks or when a student leaves their seat. The RPYO is not responsible for damage to instruments.

- RPYO students may not play any of Eastman's instruments that are in the rehearsal room.
- Cell phones should be kept on silent and stored out of sight during rehearsal.

Rehearsal Cancellation:

ECMS will not automatically close if area schools are closed. Please leave extra travel time to get to rehearsal on time in the event of poor weather. If a rehearsal is canceled, students and families will be notified via email.

Concert Dress Code

Performance attire is all-black. Students can choose from the following options for performances:

Tops: Long sleeved black dress shirt; Black blouse with $\frac{3}{4}$ or long sleeves (no t-shirts)

Bottoms: black slacks (no jeans); Black skirt (which falls below knees when seated)

Dresses: Solid black dress (which falls below knees when seated) with $\frac{3}{4}$ or long sleeves

Shoes: black dress shoes (no athletic shoes, open-toed shoes, or sandals); black socks; black tights or nylons

Please note, any "showing" garments must be solid black.

Retreat Concert Dress Code: RPYO t-shirt, jeans, and sneakers

Concerto Competition

The RPYO will hold its annual Concerto Competition this year on **November 4th** from 12–3 pm at Eastman before the RPYO Music Director and RPO musicians. All RPYO musicians are eligible to audition. Previous Concerto Competition winners are eligible to audition again on a different instrument, but may not compete again on their winning instrument. All applicants must compete with a piano accompanist.

Applicants must select a piece of music that:

- Is 12 minutes or less
- Has orchestral accompaniment
- Is approved by their private teacher via an email to education@rpo.org
- Is approved verbally by the RPYO Music Director to the student
- Has a rental available or is in the public domain
 - Pieces can be denied if the rental costs are too high or the orchestra part is too complicated to put together successfully for the performance.

To apply, students must complete **the application form** and pay the \$30 audition fee by **October 4th**.

Checks can be made payable to RPYO and mailed to:

RPO Education Department
255 East Avenue, Suite LLo2
Rochester, NY 14604

Audition information will be communicated to applicants by **October 27th**.

Up to two winners will be selected to perform their solos with the RPYO at the **June 9th** concert. Winners will be required to submit a headshot and bio, and they will receive up to four complimentary tickets for their performance.

Complimentary Tickets

RPYO Comp Tickets:

- Students will receive 2 complimentary tickets to every RPYO concert to be distributed at their discretion. Additional tickets can be purchased through the RPO's website (www.rpo.org), by calling or visiting the RPO Patron Services Center, or at the concert.
- RPYO comp tickets for each concert will be handed out at the dress rehearsal and can be left for pickup at Will Call if needed.

RPO Comp Tickets:

We strongly encourage you to take advantage of the following comp ticket offer to RPO concerts. These comps are expected to be used by the RPYO student and a guest. Please do not request tickets unless you intend to use them. Abuse of the RPO comp ticket policy could result in this perk being removed.

- All RPYO students are allowed 2 complimentary tickets to all* RPO Philharmonics and Pops concerts. Additional tickets must be purchased through the RPO's website, Patron Services Center, or at the concert.
- Comp tickets can be requested through the RPYO website (www.rpyo.org) in the member section (password rpyo2324). All requests must be submitted by 4:00pm the business day prior to the concert.
- If you are interested in attending a concert outside of the Philharmonics or Pops series, please send an email to education@rpo.org. We will make every effort to honor your ticket request, based on inventory.

*RPO Concerts that are expected to sell out may not be available.

Parents and Adults

- All adults participating in RPYO activities are required to undergo a background check and complete minor training, provided by the University of Rochester
- Student's parents or guardians must be included in all email communication

Communication/Contacts

All communication regarding registration and tuition will come from the Eastman Community Music School. Tuition payments are made directly to ECMS.

All communication regarding the RPYO program will come from the RPO Education Department. Any fees (such as the concerto competition) or donations should be sent directly to the RPO Education Department.

Email Addresses:

Jherrard Hardeman, RPYO Music Director – jhardeman@rpo.org

Barbara Brown, RPO Vice President of Education – bbrown@rpo.org

Sara Beth Lane, RPYO and Education Projects Manager – sshelton@rpo.org ← RPYO Primary Contact

Dr. Chisato Eda Marling, RPO Manager of Education and Community Projects – cmarling@rpo.org

RPO Education Department – education@rpo.org

Eastman Community Music School – community@esm.rochester.edu

Phone:

Sara Beth Lane, RPYO and Education Projects Manager – 585-454-7311 ext. 298

Websites:

RPYO – www.rpyo.org (password for the member section – rpyo2324)

RPO – www.rpo.org

ECMS – www.esm.rochester.edu/community

Acknowledgement Form

By signing this acknowledgement form, RPYO students and their families acknowledge that they have read the 2023-2024 RPYO Policy Handbook in its entirety. They understand and agree to abide by all policies and procedures.

Student Name (Printed): _____

Student Signature: _____

Parent/Guardian Signature: _____

Please bring this signed form with you to rehearsal on September 17th.

