



Hawaii Youth Symphony

2017 – 2018 Season Symphony Program Student Handbook

For students entering:

**Youth Symphony I
Youth Symphony II
Concert Orchestra**

Revised June 2017



Hawaii Youth Symphony

June 2017

Welcome!

Dear Student Musicians and Parents:

Congratulations and welcome to the Hawaii Youth Symphony's (HYS) 53rd season. We commend your achievements in music and your year-long commitment to grow as a musician. Your presence affects absolutely everyone in the group. The orchestra's repertoire is based on the expectation that all members arrive fully prepared and focus diligently at rehearsals and performances.

Please read this handbook carefully and take its policies seriously. It covers our policies and procedures for financial aid, attendance, dress code, and more. HYS participation goes *beyond* advancement on your instrument. As an active participant in our programs, you will also be developing your sense of self-awareness, civility, and responsibility. We hope that you will become a steward for the future of music in Hawaii and a role model to other youth, and thank you in advance for following this handbook.

We highly recommend you take private lessons—and participate in your school's program (if one exists)—to enhance and deepen your HYS experience. Partial financial assistance may be available for private lessons. For neighbor island students, HYS will pay a portion of travel costs to rehearsals.

HYS distributes a monthly bulletin, *Taking Note*, at the last rehearsal of each month. The bulletin, which is written for HYS families, lists changes in rehearsal times and events for the upcoming month. It's important that you review this bulletin monthly. We also send orchestra updates and weekly messages from your conductor via email. If you do not receive weekly emails from us, please be sure to check that we have the correct email address (also, please keep us apprised of any email address changes).

We are looking forward to having you as part of our organization, and we wish you a successful and fulfilling season.

With aloha,

Randy Wong
Executive Director

ABOUT HYS

The **Hawaii Youth Symphony** (HYS) provides young people with quality music education, performance opportunities with high standards, and community service projects, advancing the critical links among music study, academic achievement and positive growth and development. HYS envisions a Hawaii where all young people benefit from music education and are able to develop their interests in instrumental music.

Who We Serve

HYS is a state-wide organization that includes students from more than 100 schools on different islands. Approximately 650 students enroll in our programs throughout the year. HYS is one of the country's largest youth symphony programs. In addition to our 7 orchestras, we also offer free general music and beginning band classes through our Music in the Clubhouse partnership with the Boys & Girls Club.

Community Performances

Among all the orchestras, HYS will perform more than 20 concerts this season. These performances include a Neighbor Island tour, special events, public concerts, and free "Listen & Learn" educational concerts for more than 10,000 of Hawaii's school children.

Costs

The overall cost for each student to participate in HYS is more than \$2,000—significantly more than what you'll pay for tuition (\$535-\$700). The balance of these costs is funded by corporate sponsorships, private foundations, fundraising activities, and individual donors such as friends and HYS parents. Every student benefits from HYS's fundraising.

Nonprofit Status

The Hawaii Youth Symphony has been incorporated since 1964 and is a 501(c)(3) nonprofit organization.

FINANCIAL AID

Thanks to the generosity of HYS community supporters, HYS is able to offer a financial assistance program—based on need—to help families with registration fees, instrument rentals and/or private lessons. Funds are distributed on a reimbursement basis. For families seeking assistance, please visit our website at www.HiYouthSymphony.org for more information about our financial aid program and to access our financial aid application. **You must register first before you apply for aid.**

INSTRUMENT LIABILITY

HYS claims no liability for student-owned instruments and highly recommends that parents obtain insurance through their homeowner's policy or other means. Students are responsible for keeping their instrument or other belongings safe during rehearsals and concerts. HYS is not responsible for damage or theft of your instrument or other belongings. Please do not leave instruments unattended or lying on chairs where they can be knocked off or damaged.

INSTRUMENT RENTAL

HYS offers string instruments for rent during the season, from September through May. Violins and violas are \$135 per season and cellos and basses are \$180 per season. Summer Rentals, from June through August are available at \$45 and \$60 respectively. Call the office at 941-9706 to check availability and to schedule pick-ups. Percussion students: refer to page 8 for more information about using HYS percussion instruments. HYS also maintains a small collection of wind instruments, including some auxiliary instruments. Please inquire for details, pricing, and availability.

GENERAL INFORMATION

Schedules

Rehearsal schedules with times, dates, and locations will be available at the start of the season. Because HYS does not have its own rehearsal facilities, changes to dates and times may occur. These changes are unavoidable and so we appreciate your kokua throughout the season! A weekly schedule will be posted and updated every Friday on our website. Click on *Students* on the menu bar to access schedule information for your orchestra.

What to Bring to EVERY Rehearsal

Always bring your instrument, sheet music, pencil, eraser, and supplies: extra strings, reeds, mutes, donuts for cellos and basses. Brass players must bring a receptacle or newspaper and cloth for draining their instrument. Percussionists must remember to bring their own sticks and mallets. All YSI, YSII and CO students must bring their own music stand to every rehearsal.

Observing Rehearsals

Parents may observe rehearsals at the conductor's discretion, and if space and seating permits. However, we ask that parents please refrain from talking (including phone calls) as it is distracting to the students and conductor. Rehearsals with guest artists are closed; only students, conductors, and concert parents are allowed.

Pick-Up

For safety reasons, students must be picked up **PROMPTLY** at the end of rehearsal. **Parents, please arrange to have your child picked up immediately after rehearsal** so our parent volunteers and conductors are not inconvenienced. Adult supervision will be available only 15 minutes after a stated rehearsal time.

Please be considerate when picking up your child. **DO NOT** block the exits or entrances to the parking lot. Please drive into the parking lot and park in a designated stall to wait for your child to be released. Please adhere to parking lot rules. HYS will not be held liable or responsible for any parking citations.

Locations

Rehearsals are held at the facilities listed below. If a change is necessary, you will be sent an email in advance, and information will be posted on our website each Friday.

Youth Symphony I

UH Music Department—Room 108
2411 Dole Street

Youth Symphony II

Kaimuki Middle School—H-Building
631 18th Avenue

Concert Orchestra

Niu Valley Middle School – Band Room
310 Halemaumau Street

HYS provides a detailed schedule, at the start of the season, for your planning purposes. The fall semester is August-December 2017; spring semester is January-May 2018, (April 2018) for Concert Orchestra).

ATTENDANCE POLICIES

Attendance is closely monitored by the conductors & concert parents

Two (2) Absences Per Semester

Tardies: 2 tardies = 1 absence

Early Exit: 2 early exits = 1 absence

After the second absence, parents and students may be notified by the conductor as to the consequences of additional absences. Consequences may include demotion in seating, being barred from participating in concerts or tours, or expulsion. **The conductor's decision is final.**

Check In At Every Rehearsal

Each orchestra has parent volunteers called **Concert Parents**. Concert Parents assist the operations manager and the conductor with monitoring student attendance, enforcing the Code of Conduct, and handling administrative duties. Concert Parents take attendance at **every** rehearsal. If any student needs to leave rehearsal early, the Concert Parents must be informed **before** rehearsal begins. If a student fails to check in and has not informed the Concert Parents of their absence, the Concert Parents will call the student's parents to verify the absence.

Reporting an Absence

If you have a schedule conflict with a rehearsal and (1) you will be late for the rehearsal; or (2) you will miss the rehearsal, **you must inform your concert parent directly, prior to the rehearsal.**

The concert parent email addresses are:

YSI – YS1@HiYouthSymphony.org.

YSII – YS2@HiYouthSymphony.org.

CO – CO@HiYouthSymphony.org.

Contact information is also located on the **Taking Note** bulletin. Please call the HYS office at 941-9706 only if you are unable to contact your concert parent. An excuse note, signed by a parent, must be turned in at the next rehearsal.

Schedule Updates & Changes

HYS issues a monthly bulletin, **Taking Note**, on the last Sunday of each month with updated schedules and activities for the upcoming month. **Parents, please ask your child for this bulletin each month.** The bulletin will also be posted on HYS's website.

CODE OF CONDUCT

Out of respect for the conductors, other students, volunteers, and our organization as a whole, HYS must uphold a strict code for how students should conduct themselves during rehearsals and performances. Students shall treat each other with respect and as equals; harassment, taunting, hazing, or other inappropriate behavior will not be tolerated at any time. HYS Concert Parents act on behalf of our conductors as enforcers of this Code of Conduct.

Non-Participation

Non-participation includes doing homework, reading, fooling around, playing video games, listening to portable music players, using a cell phone, texting, reading, sleeping, Facebooking, 'talking back,' etc. These types of behaviors will not be tolerated and will be strictly monitored, which may result in a warning, contacting of parents, or expulsion if the behavior continues.

Students who are caught using their electronic device during the rehearsal/concert will have their device taken away for the duration of the rehearsal/concert.

Facility Care

Because HYS does not have its own facilities, our rehearsals and concerts are held at partnering schools and other facilities. The use of these spaces is crucial to HYS: rehearsal space is difficult to find, given the size of our orchestras. Please show your appreciation and maturity by taking care of school property. There shall be **NO EATING, DRINKING, SMOKING OR CHEWING GUM**. Be considerate and respectful in the rehearsal rooms, bathrooms and on the school grounds. All brass players **MUST** bring a receptacle or newspaper **AND** a cloth to use when draining your instrument. You may **NOT** empty your instruments directly on band room carpets or stage floors/risers. Additionally, shoes must be removed before entering the University Laboratory School Band Room. Please refer any questions about the facilities to the concert parents.

Music

Each student must bring his/her own music. Do not depend on your stand partner. A fee of \$1 per page may be charged for any music you need to have replaced.

CONCERT DRESS CODE

A standard dress code is needed to provide a formal, uniform look that does not detract from the performance of the music, or draw attention to the individual.

Youth Symphony I and Youth Symphony II

Gentlemen:

- Solid-black suit jacket with solid-black dress pants
- Solid-white, long-sleeved, collared dress shirt (tucked into pants)
- Black bow tie
- Long, black, dress socks (no anklets)
- Black dress shoes (no athletic shoes).

Ladies:

- Solid-black, modest dress (ankle-length or longer) **with sleeves** (3/4 or longer) or
- Solid-black skirt (ankle-length or longer) or solid black, full-length, dress slacks (no jeans or jeggings) with solid-black blouse **with sleeves** (3/4 or longer, tucked into skirt or pants)
- Black knee-high nylons or pantyhose
- Black, closed-toe dress shoes (no sandals).

Concert Orchestra

Gentlemen:

- Solid-white, long-sleeved, collared dress shirt (tucked into pants)
- Solid-black dress slacks (no jeans, corduroys or chinos)
- Black bow tie
- Long, black dress socks (no anklets)
- Black dress shoes (no athletic shoes).

Ladies:

- Solid white, long-sleeved (3/4 or longer), blouse with collar (tucked into pants or skirt)
- Solid black skirt (ankle-length or longer) or solid black, full-length, dress slacks (no jeans or jeggings)
- Black knee-high nylons or pantyhose
- Black, closed-toe dress shoes (no sandals).

All students must be properly dressed in order to participate in concerts. No slits, straps, low necklines, bare backs, boots, T-shirts, jeans, radical hairstyles or hair colors, no extra colors or colored trim on clothing or in the hair. The waist must be covered when seated, no skirt waistbands rolled to the hips. No sequins, rhinestones, pins, hats or other decorative items or other accessories will be allowed.

Suggested Places to Find Concert Attire

- **Black Tie Affair** (Kaimuki Municipal Parking Lot on Harding Avenue—tel. 732-9474)
- **Celebrity Tuxedo** at Sears Windward Mall and Downtown Pearlridge; call 944-4889 for both locations
- **Phil's Tux** 250 Ward Avenue Shop 110, tel. 596-9872
- **Conduct an internet search for "concert black attire" for other options**

NOTES FOR PERCUSSION STUDENTS/FAMILIES

Percussion Usage (Refundable Deposit)

Thanks to a combination of HYS's own percussion inventory, and partnerships with rehearsal and concert venues, Symphony Program students have access to nearly all the percussion equipment needed throughout the season. With respect to the normal wear and tear incurred on instruments throughout the season, as well as special beaters and other instruments provided by HYS, percussion students will be held responsible and accountable for the instruments they use.

Beginning this year, percussion students will need to pay a \$150 refundable deposit to HYS for use of the percussion equipment. The deposit will be refunded after the last performance, provided the equipment is returned in working condition. Students are also tasked with the responsible setup, breakdown, and basic care for percussion instruments at each rehearsal, special rehearsal, workshop, or concert they attend.

Additionally, HYS requests that all percussion parents help with instrument movement (labor involves heavy lifting) to/from the HYS office for each concert, supervised and coordinated by the Operations Manager.

Mallets/Accessories to Bring to Each Rehearsal

Snare

- 1 pair orchestral (NOT marching) snare sticks (Vic Firth SD1, Innovative Percussion CL-1, or similar)

Timpani

- 1 pair general mallets (Vic Firth T1 or GEN5, Innovative Percussion GT2, or similar)
- 1 pair hard mallets (Vic Firth T3, Innovative Percussion GT4, or similar)

Xylophone

- 1 pair medium rubber mallets (Malletech BB34 Becker Blue or similar)

Glockenspiel

- 1 pair Lexan mallets (Innovative Percussion OS5 or similar)
- 1 pair brass mallets (Balter G5 Round Brass mallets or similar)

Optional Mallets:

Timpani

- 1 pair roller mallets (Vic Firth T2 or GEN1, Innovative Percussion GT1, or similar)
- 1 pair ultra staccato mallets (Vic Firth T4, Innovative Percussion GT5, or similar)

Suspended Cymbal

- 1 pair (Innovative Percussion JC1SC or Zildjian/Sabian)

Marimba/Vibes

- 2 pairs Balter Basics BB2 Medium (entry level/budget), or 2 pairs Innovative Percussion IP240 Soloist Series Medium Marimba (step up/advanced)

Percussion Footwear

Men and women must wear black, flat, RUBBER soled shoes. We have heard audience concerns about distracting noises as percussion students move back and forth on the risers. Since there can be a lot of movement, depending on the piece, we are asking all percussion students to wear flat, rubber-soled shoes to minimize the noise factor.

HAVE QUESTIONS?

Please call the HYS office at 941-9706 if you have any questions or send an e-mail to admin@HiYouthSymphony.

HYS Symphony Program

Music Staff

YOUTH SYMPHONY I

JOE STEPEC: Conductor

YOUTH SYMPHONY II

ELTON MASAKI: Conductor

SUSAN OCHI-ONISHI: Conductor

CONCERT ORCHESTRA

HANNAH WATANABE: Conductor

WAYNE FANNING: Associate Conductor

Administrative Staff

RANDY WONG: Executive Director

CAROL TSANG: Finance Manager

ANN DOIKE: Programs Manager

JANET MORITA: Programs Associate

Hawaii Youth Symphony

1110 University Avenue, Suite 200

Honolulu, Hawaii 96826-1598

The HYS office is located on the second floor of the round, Varsity Building on University Avenue.

Parking is available in the lot behind the Varsity Building; lot entrance is on Coyne Street.

The HYS office will validate your parking ticket.

 Phone: (808) 941-9706  Fax: (808) 941-4995

 Website: www.HiYouthSymphony.org

 Email: admin@HiYouthSymphony.org

Office Hours: Monday through Friday from 9 am - 5 pm