



2017-2018

Handbook for Members

P.O. Box 662
Flossmoor, IL 60422

www.Surburbanyouthsymphony.org
TheYSO@gmail.com

SYSO Organization

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Music Director	Benjamin Leonard-White	Valparaiso, IN
Executive Director	Janet Kuester	Park Forest
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Mission of SYSO and IOP

- Suburban Youth Symphony Orchestra has been offering a high quality extracurricular orchestral experience to Chicago/south and southwest suburban students for over 30 years.
- With drastic cuts in school music programs in recent years impacting the opportunity of local students to experience string instruments, SYSO's mission has been revised. Our mission is to provide students with the necessary skills, music education, and inspiration to play and enjoy music *and to rebuild the culture of string playing in the south/southwest suburbs.*
- Through our Incredible Opportunity Program, 4th-8th grade students are given the opportunity to play a string instrument for the same cost as playing in a public school program: the cost of instrument rental.
- Through our Suburban Youth Strings group, students are given an opportunity to play more challenging music in a small ensemble and perform in the community.
- Looking to the future, we envision our advanced ensemble going from strings only to full orchestra.

Expectations

- **Tuition**

- Tuition costs are as follows:
 - IOP - \$280 for the full year, or \$150/semester
 - SYSO - \$400 for the full year, or \$210/semester
- Materials fee: This fee includes music copies for SYSO and SYS (\$20), and books/instrument rentals for IOP (\$15). Due by second rehearsal.
- Tuition is due in full by August 31st, 2017 (first semester payments also due by 8/31, second semester payment due by December 17th, 2017). A \$10 late charge will be added to the price of tuition for every month that it is late (only applicable when there has been no payment plan set up through the financial aid process).
- **Financial aid is available upon request to the Orchestra Manager.** All requests for financial aid are reviewed by board members appointed to the scholarship committee. Complete applications can be submitted at any time, but since funds are limited and may be depleted as the season goes on, families are encouraged to apply early in the season.

- **Scholarship Opportunities**

- SYSO offers major scholarships that orchestra members can receive. Both are awarded at the Spring concert at the end of the season. Scholarships can be revoked if expectations are not met.
 - Robin Lipman Award- this award is given to a well-rounded individual to keep music as a creative and joyful part of their life. This award was inspired by the memory of Robin Lipman and her love of the students of SYSO with passion and commitment of service to the orchestra.

- **Suburban Youth Strings**

- Suburban Youth Strings (SYS) is a select group of students from SYSO who are interested in learning more challenging music. In the past, SYS has performed music of Haydn and Mozart as well as Latin and ethnic composers. The ensemble is made up of about 8 to 12 students and meets each Sunday from 3:00-4:00, which is one hour prior to the SYSO rehearsal. SYS performs their own selections and then joins the SYSO on each concert. Additionally, SYS is given other performing opportunities in the community, on occasion.

- **Rehearsals and Performances**

- **Attendance** at all rehearsals and performances is expected. Our practice time is limited and must be used wisely to teach upcoming pieces and to assist in improving both group and individual ability. If you *must* miss a rehearsal, please contact the orchestra manager in advance of the absence through the absence form on the website.
 - Absences without contact will be considered “unexcused”. Two unexcused absences will result in a required playing test as a demonstration of the student’s knowledge of the music. Excessive unexcused absences may result in dismissal from the orchestra.
- **Arrival time.** All members are expected to *arrive 15 minutes before* the beginning of rehearsal. During this time, members will tune and prepare for rehearsal. Please plan accordingly.
- **Required materials.** It is important that members bring all current music and a sharp pencil to every SYSO/SYP and IOP rehearsal. Your instrument must be ready and tuned prior to the beginning of each rehearsal. Students should also bring a portable music stand to rehearsals. It is recommended that each student has a book bag in which to keep all necessary materials. *A \$5 replacement fee will be charged for all lost folders or pieces of music.*
- **Attire.** There is no dress code for rehearsals. For performances: All SYSO/SYP and IOP members must dress in black pants and a white shirt. Girls may wear a knee length skirt or longer. Boys may wear a bow tie, but this is not required. All members must wear black shoes. No white socks, please. If members have purchased a t-shirt, then this may be worn instead of the white shirt for informal concerts only, such as fundraiser events (upon decision of the Music Director). The Music Director and/or Orchestra Manager will inform students of specific events when it will be appropriate to wear the t-shirt instead of regular concert attire.

- **At-Home Practice**

- In addition to attending all rehearsals and performances, it is expected that SYSO and IOP members practice regularly. Daily practice is recommended. Practicing for 15-30 minutes 5-7 days a week is helpful and will assist in improving musical skills.

- **Questions or Concerns**

As questions or concerns arise this season, you are encouraged to follow these steps in finding answers:

1. Check the website and Facebook. We are regularly adding information to our website and creating Facebook posts, and would love for this to serve as a resource for you. It is our intention to put all necessary information on this site.
2. Other questions can be sent to SYSO email (TheSYSO@gmail.com) . Please know that we will answer your question or concern in a timely manner but your patience is appreciated.

Fundraising Schedule

As you know, fundraising is a fundamental part of what keeps SYSO going, and continuing to give the orchestra members the best experience possible. Attendance is not mandatory at these events, but certainly highly recommended.

Barnes & Noble Halloween Benefit Concert

- When: - October 28, 2017 (time TBA)
Where: 160 Orland Park Place Orland Park, IL 60462
- Description: - Come out and play in your Halloween costume (or SYSO shirt)! This is a fun and casual event as a good way to raise money for our orchestra. Play a solo or in a group.

Semi-annual Bake Sale

- When: - After winter and spring concerts
- Description: - Take home bake sale provided by SYSO parent volunteers. Home baked goodies for you to take home after each SYSO concert. Please let the Orchestra Manager know if you want to bake something or help with sales.

Matching Gifts

You could double or triple your gift to SYSO if your employer participates in a matching gifts program. If you, your spouse, or your partner work for a company that matches gifts (some retired employees are eligible to have their gifts matched as well), ask your human resources or community relations officer for a matching gifts form.

Performance Schedule

For each performance, musicians should wear appropriate clothing and arrive at the time given by the music director.

Fall Concert

When: - Sunday, October 22nd
Arrival time: 2:00pm
Concert Time: 4:00pm
Where: TBA

Description: - This concert was added in order to give the students another opportunity to perform in the community.

Holiday Concert

When: - Sunday, December 17th
Arrival time: 2:00pm
Concert Time: 4:00pm
Where: TBA

Description: - Winter concert
- Incredible Opportunity students of the Suburban Youth Symphony make their playing debut after playing for just 12 weeks!
- Students of Suburban Youth Symphony Orchestra and Suburban Youth Strings continue their orchestra experience performing many holiday tunes!

Master Class

When: - February 4th 3-5pm
Where: - TBA
Description: - Master class for IOP students and SYSO chamber groups.
Required attendance for all students.

Hearts & Roses Concert

When: - Sunday, February 11 at 2pm. Call time at 1:15pm
Where: - TBA
Description: - SYSO members treat audience to chamber works (works performed by groups of 2-8 players) of composers such as Mozart, Stone, Bach, and Haydn.
- Incredible Opportunity students play together as they continue their first year of violin playing.
- Afterwards we will head to a Potbelly restaurant for parents to hear the chamber groups as well as having a fundraiser.

SYSO at IPO

- When: - TBD
Where: - Lincoln-Way West Performing Arts Center.
21701 Gougar Rd., New Lenox
Description: - SYSO Chamber Groups will perform prior to the Illinois Philharmonic Orchestra Concert. Discounted tickets will be available for children and families who wish to attend.

Spring Concert

- When: - Sunday, April 29th 4pm. Rehearsal at 1pm
Where: - TBA
Description: - Soloist and repertoire to be announced.

Note: The Spring Concert also serves as a fund-raiser for SYSO and IOP. All members are required to participate in the fund-raiser by selling tickets and/or participating in our semi-annual Bake Sale.

SYSO and IOP Calendar 2017-2018

Aug	12	Auditions and Seating Placement
	13	Auditions and Seating Placement
	20	First Rehearsal
	27	Rehearsal
Sept	3	No rehearsal – Labor Day
	10	Rehearsal
	17	Rehearsal
	24	Rehearsal
October	1	Rehearsal
	8	Rehearsal
	15	Rehearsal
	22	Fall Concert 4pm
	28	Barnes & Noble Halloween Fundraiser w/ TMC
	29	No rehearsal – Fall break
November	5	Rehearsal
	12	Rehearsal
	19	Rehearsal
	26	No rehearsal - Thanksgiving
December	3	Rehearsal
	10	Rehearsal
	17	Holiday Concert 4pm
	24	Winter Break – NO REHEARSAL
	31	Winter Break – NO REHEARSAL
January	7	Rehearsal
	14	Rehearsal
	21	Rehearsal
	28	Rehearsal
February	5	Master Class (Location TBA) 3-5pm
	19	Hearts and Roses Concert (Location/Time TBA)
	25	Rehearsal
	26	Rehearsal
March	4	Rehearsal
	11	Rehearsal
	18	Rehearsal
	25	No rehearsal – Spring Break
April	1	No rehearsal - Easter
	8	Rehearsal
	15	Rehearsal
	22	Rehearsal
	29	Spring Concert 4pm (Location/Time TBA)



Orchestra Member: _____

Instrument: _____

Orchestra: IOP SYSO

Address: _____

Parent / Guardian: _____ Email: _____

Phone (H): _____ Phone (W): _____ Phone (C): _____

COMMITMENT FORM

Being a member of the Suburban Youth Symphony Orchestra (SYSO) or the Incredible Opportunity Program (IOP) is both a privilege and a responsibility. This membership policy is designed to help maximize the orchestral experience for those involved.

I understand that I am committing to meet the expectations for attendance and at-home practice as described in the SYSO / IOP Handbook. I also understand that my behavior and effort impacts the other musicians in the orchestra and agree to offer my best.

Orchestra Member Signature: _____

FOR PARENTS / GUARDIANS:

My son/daughter has my support in his/her participation in SYSO / IOP during the current season. I will also support him/her in honoring the commitment made to adhere to all policies and expectations as outlined in this agreement and in the SYSO / IOP Handbook. I understand that my child's image may appear in SYSO / IOP media. I understand that it is not possible to receive a refund of tuition for any reason.

Parent/Guardian Signature: _____ **Date:** _____

RELEASE AND INDEMNIFICATION

My child is a member of the SYSO Association and is allowed to participate in its activities. We hereby forever release, indemnify, and hold harmless on our behalf and on behalf of anyone claiming on our behalf, SYSO and its officers, staff, board members, volunteers, successors or assigns and other participants from any claim, injury, or damage to person or property which arises or may arise in whole or in part from participation in the SYSO Association or its activities. In the event any claim is brought by us or on our behalf, we agree to cause such a claim to be dismissed and discharged at our sole cost and expense including the payment of any reasonable attorney fees which may be incurred by the indemnified parties. This release is intended to be all-inclusive and be incurred by the indemnified parties. This release is intended to induce the SYSO Association to allow participation in the SYSO Association.

By Signing below, we acknowledge that we have read and fully understand the preceding release and fully intend to be bound thereby.

Parent/Guardian: _____ Date: _____

Parent/Guardian: _____ Date: _____

INSTRUMENT RENTAL & INSURANCE AGREEMENT

I agree to rent the following instrument according to the terms and conditions of this rental agreement, and agree to make payments as stated on this agreement to SYSO / IOP.

INSTRUMENT	SIZE/MAKE	SERIAL NUMBER	FEE by month

I do not require a rental instrument from SYSO / IOP

Policy: The renter may rent the instrument from SYSO / IOP by the month with orchestra payment policy. The contract may be renewed annually.

Payments: Payment can be made in full for the year’s rental fee at time of signed rental contract or payments can be made monthly using our electronic payment system with checking or credit card. The monthly payments are processed the 1st of each month. All returned checks/credit card payments will be accessed a \$25 return fee. (Incredible Opportunity rental fee is included in tuition.)

Insurance: SYSO / IOP recommends supplemental insurance on instruments. Please contact your insurance agent. This insurance is inexpensive but can cover the instrument for accidental damage, fire, theft, etc. Individual policies will differ.

Repairs: If damage should occur to the rental instrument, only SYSO / IOP is authorized to provide the necessary repairs. If repairs are made by anyone other than SYSO / IOP, the renter will be liable for any damage and resultant repair costs.

- If you break a string, you are required to replace it with a like string at your cost.
- Malicious damage (willful damage intentionally done to the instrument, bow or case) will result in additional payment equal to the repair or replacement of the instrument

Return: In the event a student discontinues with SYSO / IOP, or the rental instrument is no longer required, the instrument must be returned to SYSO / IOP within 1 month. Rental payments must be made until the instrument is returned and if the instrument has not been returned after 1 month the renter will be liable to pay for the cost of the instrument, case and bow.

Parent / Guardian’s Signature _____ Date _____

For office use only:

Date of return of instrument: _____

Condition of returned Instrument: Good Fair Poor

Notes: _____

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