

WILLAMETTE VALLEY JUNIOR HONORS SYMPHONY HANDBOOK — 2021-22 SEASON

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CYSA MISSION

The Corvallis Youth Symphony Association (CYSA) is a non-profit dedicated to: providing young people with opportunities for exceptional musical experiences, enhancing school music programs, and developing an awareness and appreciation of great music in the community and for our students.

CYSA is committed to being a welcoming and safe community for young musicians and their families of all cultures, races, religions, genders, sexual orientations, and circumstances.

CYSA CONCERT CALENDAR

Willamette Valley Junior Honors Symphony (JHS)

Winter Concert	Sunday, December 12 2:30 PM	LaSells Stewart Center
Mid-Season Concert	Saturday, February 5 4:00 PM	Ashbrook Independent School
Spring Concert	Sunday, April 24 2:30 PM	LaSells Stewart Center

Corvallis Youth Symphony (CYS)

Winter Concert	Sunday, December 12 4:00 PM	LaSells Stewart Center
Cabaret Concert and Dance	Saturday, Mar 5 7:30 PM - Concert 9:00 PM - Dance	Ashbrook Independent School
Spring Concert	Sunday, April 24 4:00 PM	LaSells Stewart Center

Elementary Strings (ES)

Winter Concert	Saturday, January 29 3:00 PM	Ashbrook Independent School
Spring Concert	Saturday, June 11 3:00 PM	Ashbrook Independent School

JHS REHEARSAL SCHEDULE 2021-2022

<u>DATE</u>	<u>EVENT</u>	<u>LOCATION AND TIME</u>
09/29	JHS Parent Meeting	Zoom 6:30-7:30 PM
10/05	First Rehearsal	CVHS 6:30-8:00 PM
10/12	Rehearsal	CVHS 6:30-8:00 PM
10/19	Rehearsal	"
10/23 (Sat)	JHS Fall Retreat	Ashbrook 9:00-2:30 PM
10/26	Rehearsal	CVHS 6:30-8:00 PM
11/02	Rehearsal	"
11/09	Rehearsal	"
11/16	Rehearsal	"
11/23	No Rehearsal	Thanksgiving Week
11/30	Rehearsal	CVHS 6:30-8:00 PM
12/07	Rehearsal	"
12/12 (Sun)	Dress Rehearsal	LaSells 1:15-2:15 PM
12/12 (Sun)	JHS Winter Concert	LaSells 2:30 PM

No JHS Rehearsal from December 13 – January 3 for Winter Break.

JHS rehearsals will resume on January 4, 2022.

<u>DATE</u>	<u>EVENT</u>	<u>LOCATION AND TIME</u>
TBD	New Parent Meeting	Zoom TBD
01/04	Rehearsal	CVHS 6:30-8:00 PM
01/11	Rehearsal	CVHS 6:30-8:00 PM
01/18	Rehearsal	"
01/25	Rehearsal	"
02/01	Rehearsal	"
02/05 (Sat)	Dress Rehearsal	Ashbrook 2:30-3:30 PM
02/05 (Sat)	Mid-Season Concert	Ashbrook 4:00 PM
02/08	No Rehearsal	Enjoy the evening off!
02/15	Rehearsal	"
02/22	Rehearsal	"
03/01	Rehearsal	"
03/08	Rehearsal	"
03/12 (Sat)	Spring Retreat	Ashbrook 9:00-2:30 PM
03/15	Rehearsal	CVHS 6:30-8:00 PM
03/22	No Rehearsal	Spring Break
03/29	Rehearsal	CVHS 6:30-8:00 PM
04/05	Rehearsal	"
04/12	Rehearsal	"
04/19	Rehearsal	"
04/24 (Sun)	Dress Rehearsal	LaSells 1:15-2:15 PM
04/24 (Sun)	JHS Spring Concert	LaSells 2:30 PM

STUDENT MEMBERSHIP REQUIREMENTS

1. Membership is by audition only. All new and returning members must audition at the beginning of each season.
2. Each member must belong to her/his school district band or orchestra if one is available (see Participation Policy).
3. Musicians must be 6th–10th grade to participate in JHS. Transition to CYS generally occurs in the 9th or 10th grade.
4. Parents of all musicians are expected to contribute volunteer time.
5. Each member must agree to abide by the Policies laid out in this Handbook.
6. Each family must sign the CYS Release of Liability/Covid-19 Waiver and the Handbook Agreement in order to participate in JHS.

COVID-19 RISK MITIGATION POLICIES & PROCEDURES

CYSA prioritizes the health and safety of its musicians, faculty, and staff. Additionally, CYSA is committed to providing our students with a high-quality symphonic experience. To hold rehearsals and events as safely as possible, the CYSA Board of Directors and leadership team has moved to update our COVID-19 Mitigation Policies & Procedures as follows. These policies are subject to change based on current guidance from government health agencies. CYSA will communicate any changes in policy to families in a timely and transparent manner.

CYSA Faculty/Staff/Volunteer Policy:

- **CYSA faculty/staff/volunteers/coaches are required to be fully vaccinated by October 18.**
- Till then, any unvaccinated staff/teacher/volunteer/coach will be required to show a negative Covid test from within 72 hours prior to any CYSA event.

Willamette Valley Junior Honors Symphony Policies:

- **All student members of JHS must show proof of COVID-19 vaccination OR a negative COVID-19 test from within 72 hours of the JHS rehearsal or event (Testing Site Info: <https://my.castlighthealth.com/corona-virus-testing-sites/> ; rapid tests also accepted).**
 - COVID-19 Vaccination Cards and/or negative COVID-19 test results can be emailed to the CYSA Orchestra Manager (bettine.zimmermann.cysa@gmail.com) or brought to rehearsal.
 - *Students will only be admitted to rehearsal/event if proof of vaccination is on file OR a negative test from within 72 hours is shown.*
- **Masks will be required at all CYSA events for all participants.**
 - Wind/Brass players will be provided special face masks and bell covers to use while playing. All others are encouraged to bring a mask from home; disposable masks will be available if needed.

- Removing masks is only permitted **outside** when eating/drinking.
- **Physical distancing of 3 feet will be required for all.**
- **Students will take a break every 40-50 minutes to clear the rehearsal room and improve ventilation.**
- **CYSA will work with venues to make sure HVAC systems are allowing the maximum amount of ventilation, filtration, and outside air.** CYSA will provide extra air purification as possible at rehearsal venues.
- **Students'/staff temperatures will be taken with a touchless thermometer when entering rehearsal.**
- **Students/staff will be asked Screening Questions for COVID-19 when entering rehearsal.**
- **Students/staff should STAY HOME if they present any of these symptoms.** If symptoms are detected during a rehearsal, they will be isolated from others under the supervision of a volunteer and sent home as soon as possible:
 - Fever (100.4F) or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Muscle or body aches
 - Headache
 - Loss of taste or smell
 - Sore throat
 - Congestion/runny nose
 - Nausea/vomiting/diarrhea
- **Students/staff should STAY HOME if anyone in their family has been exposed to a positive case of COVID-19:**
 - **Unvaccinated:** Quarantine for 14 days if you have been in close contact (within 3 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19. Quarantine can be shortened to 7 days if you have a negative test on day 5 or later.
 - **Fully vaccinated:** Do NOT need to quarantine after contact with someone who had COVID-19 unless they have symptoms. **However, fully vaccinated people should get tested 3-5 days after their exposure and should only attend rehearsal once a negative test is received.**
- **If a student or staff member tests positive for COVID-19, CYSA will inform families.** The infected individual will remain anonymous. Close contacts in the program (student was within 3 feet of another student for 15 minutes or more within a 24-hour window) will be informed to follow appropriate quarantine procedures, as outlined above.
- **All cases of COVID-19 among students/staff and outbreaks must be reported to the local health authority and CYSA.** CYSA and the public must cooperate with public health authorities in the investigation of cases and outbreaks that may be associated with CYSA activities. A COVID-19 outbreak is considered when the following have been met:
 - There are two or more COVID-19 cases among students/staff in the orchestra

- The cases have a symptom onset or positive test result within a 14-day period of each other. The cases are epidemiologically linked.
- The cases do not share a household.
- The cases are not identified as close contacts of each other in another setting.
- Rehearsals may be temporarily suspended or held on Zoom in the case of an outbreak in the orchestra.
- **All CYSA participants will sign the Release of Liability/COVID-19 Waiver in order to participate at in-person rehearsals and events.**

Accommodations

All CYS rehearsals will be streamed on Zoom for students to join at home IF they cannot attend in person for whatever reason (quarantine, sick, etc.)

We ask that all CYSA participants adhere to our COVID-19 policies to maintain a safe and healthy environment for our community. Notwithstanding any such efforts, it is simply not possible to guarantee that COVID-19 is not present nor to prevent you or your child from becoming exposed to, contracting, or spreading COVID-19. By attending CYSA group activities, you and your child are exposed to the risk of contracting or spreading COVID-19. For that reason, all participants will be required to sign a COVID-19 Waiver prior to the start of rehearsals. **If you choose not to sign or are unable to follow the policies outlined here, your participation in CYS will be forfeited and CYSA will refund any tuition you have already paid for the season.** Thank you for your understanding as we continue to navigate these challenging times, and we hope that with appropriate precautions we can enjoy a safe and musically fulfilling season!

TUITION & SCHOLARSHIPS

The full season will be broken into a Fall (October-December) and Spring (January-April) Sessions. Students may participate for the full year or one session only. The non-refundable tuition for JHS is \$500 for the year, \$200 for Fall term, and \$300 for Spring term. ***Please participate for both sessions if you are able to!***

JHS tuition includes the cost of 4 concert tickets each for the Winter, Mid-Season, and Spring concerts, as well as a JHS t-shirt.

JHS has half tuition scholarships available for families with demonstrated financial need. Application forms are available from the CYSA office upon request (cysassoc@peak.org).

VOLUNTEER EXPECTATIONS

Each JHS family is expected to volunteer for the good of the orchestra. Positions range from concert usher to helping put away chairs after each rehearsal, and everything in between. Sign up for volunteer positions will take place at the parent meeting, or email the JHS Volunteer Coordinator, Julia Rask (raskbull@gmail.com), to sign up for a position.

CYSA MUSIC FOLDER POLICY

Musicians are responsible for their JHS music folder, and for returning their folder after the final concert of the season. A \$20 replacement fee will be assessed for loss or damage to your music folder (includes tearing, stickers, marks in pencil or ink, or water damage).

CONCERT DRESS EXPECTATIONS

Long (¾ sleeves or longer) white dress shirt. Long (past knee length) black skirt or black slacks. Black dress shoes with black stockings or dress socks and minimal jewelry.

***Professional dress only.** No sleeveless, bare backs, strapless or spaghetti straps. No bare midriff. No flip-flops or casual sandals. No leggings or jeans.*

JHS PARTICIPATION POLICY

While certain subjects in the school system are part of the core curriculum, music is generally viewed to be an elective program. As a result of this, the continuing health of the school music program during times of financial stress depends solely on its popularity within the schools. The single, clear sign of this popularity is the student count. Music programs exist because students chose music. Often this choice is difficult.

The stated objectives of CYSA are "to support and enhance the school music program, providing talented musicians with an exceptional music experience." To help achieve these objectives, CYSA adopted a rigorous Participation Policy. **Membership in JHS requires membership in the student's school or district band or orchestra class.**

Homeschoolers and students attending schools that don't provide band or orchestra classes are **strongly encouraged** to participate in a nearby school or community ensemble. Adoption of a more lenient policy would be to provide an alternate to the school music program, not a supplement. Such an approach would be competition to school music and a threat to the regional community of music teachers. CYSA will never do anything to harm the school program knowingly.

Under extreme circumstances, a review committee, in consultation with the affected band or orchestra teacher, may waive this requirement. Possible exceptions could be a scheduling conflict with a class required for graduation or a lack of possible transportation.

Choosing not to be in a school music program because of conflict with other electives, choosing not to attend classes at available times, or choosing not to travel even though reasonable transportation options are available are not considered extreme situations.

JHS BEHAVIOR POLICY

The rehearsal room is a place for learning. All students have a right to learn and the conductor has a right to teach and direct the rehearsal. If students behave inappropriately, other students cannot learn and the teacher cannot teach. Students are expected to respect others' rights and behave in a manner that (1) avoids disruption of the educational process, (2) protects everyone's health, safety, and the right to learn, and (3) safeguards property from loss or damage.

There are many ways to disrupt a rehearsal: cell phone use during rehearsal; talking during rehearsal; playing while the conductor is giving instructions; touching others or their instruments; and forgetting your music/pencil are just a few examples.

To have a peaceful, happy, and productive rehearsal, all students must be responsible for following the behavior expectations and for paying attention. **Students that choose not to follow these expectations may be asked to leave the rehearsal or resign their position in JHS.**

Cell phones are not permitted during rehearsal and must stay in students' cases *outside* of the rehearsal room.

CYSA ANTI-HARASSMENT POLICY

CYSA is committed to providing an environment free of harassment. Students, staff, and volunteers are expected to be respectful of one another in all regards. If ever concerns arise, please communicate your concerns to a senior staff member (Executive Director, Conductor, or Orchestra Manager) and/or board member.

JHS ATTENDANCE POLICY

JHS is recognized for the excellence of its musical performances. High quality demands a commitment of faithful attendance and industrious concentration at each rehearsal. Anything less is not considered acceptable for a group of this caliber. Any absence adversely affects the quality of the performance and the group's reputation.

JHS students are often committed to various other activities. Problems can arise when commitments conflict. Students who might have conflicts (e.g., sports and school activities) need to carefully study their calendars to determine the seriousness of the conflicts. When conflicts require a student to miss a concert, a dress rehearsal, or several rehearsals (more than 3), the student should not participate in JHS for that season. When conflicts are less severe, the student should consult with the Conductor as soon as possible to determine what arrangements can be made.

PRE-APPROVED ABSENCES

If a student knows in advance that (s)he will need to be excused from a future rehearsal, or will be late to a future rehearsal, (s)he **must get pre-approval**. The student is to send an email to the Conductor (jdebruynviolin@gmail.com) and the Orchestra Manager (bettine.zimmermann.cysa@gmail.com) documenting the date and reason for the absence or late arrival.

LAST MINUTE ABSENCES

If an emergency arises or a student is ill and unable to attend, the student should contact the Orchestra Manager as soon as possible by email or phone (503)869-4446. If the Orchestra Manager cannot be reached, the student should call the CYSA Office Phone at (541)766-4903 and leave a message.

Homework is not an acceptable excused absence!

ATTENDANCE MONITORING

JHS rehearses on Tuesday nights from 6:30 to 8:00 pm in the Crescent Valley HS orchestra room (B2). **Students are expected to be:**

- **In their seats and ready to tune by 6:20 pm**
- **Picked up promptly at 8:00 pm**

As soon as possible after rehearsal begins, the Orchestra Manager will contact all absentees who have not been excused. After each rehearsal, the Orchestra Manager will report to the Conductor which students were absent or tardy and whether they were excused.

When absences are not excused, the Conductor will discuss them with the student. **Two or more unexcused absences may be grounds to prevent participation in a concert.** Two unexcused tardies will be considered one unexcused absence.

It is IMPERATIVE that this policy be followed. It is not fair to the Conductor or other musicians to have a musician missing or distracting the orchestra when she/he comes in late. JHS is a team activity.

INCLEMENT WEATHER POLICY

JHS follows the Corvallis School District's inclement weather policy. If school is cancelled at CVHS on a rehearsal day, JHS will **NOT** rehearse.

The following policies were adopted at the onset of the COVID-19 pandemic. If the Corvallis School District reverts to online schooling due to health recommendations from the CDC and OHA, CYSA will return to online programming and these policies will be followed.

JHS ONLINE BEHAVIOR POLICY

Whether we are physically present with one another in a rehearsal room or meeting online, rehearsal time is a space for learning, and all students have a right to learn and the conductor has a right to teach and direct the rehearsal. In the online space, students are expected to:

1. Set up and be ready with your instrument 10 minutes before rehearsal begins in a place without distractions.
2. Be attentive and respectful towards your host (conductor/coach) and peer musicians. Do not cause any irrelevant distractions, such as un-muting without being asked, acting inappropriately on video, sharing inappropriate or unrelated comments, or sharing inappropriate or unrelated material. These rules apply for all CYSA online platforms, including but not limited to: Zoom, Google Classroom, Flipgrid, and CYSA social media pages. If a student chooses to partake in disrespectful behavior, they will be removed from the class session and disciplinary actions will follow (such as suspension from future JHS rehearsals).
3. Students are required to remain muted during rehearsal time unless directed to unmute by the conductor and/or coach. The only exception is when students are working in sectionals together without a coach leading them. During these times, students are expected to be respectful of one another and to work together in a positive and constructive manner. The Conductor/Orchestra Manager will periodically join student-only meetings to ensure students are remaining on task.
4. Keep your video "on" and indicate your "First and Last Name - Instrument."
5. Appropriate, static online background is required, as well as school-appropriate dress.
6. Respectfully listen and use the "raise hand" feature to ask a question. The chat feature should be utilized only to discuss topics relevant to the JHS. Screen-sharing will be turned off for all participants aside from the host.

Students who choose not to follow these expectations will be removed from the Zoom rehearsal, face rehearsal suspension, or be asked to resign their position in JHS.

CYSA ONLINE SAFETY POLICY

Student safety, in rehearsals and in an online rehearsal environment, is our number one priority. In order to ensure a safe and secure online learning environment, the following protocols are in place for online platforms:

1. Each Zoom class will have its own unique Meeting ID and Password. Each Zoom class will have the participating students registered, so that participants outside the class list will not be able to join unless invited by the host. Two staff members will manage each Zoom meeting and participate in meetings and breakout rooms. All Zoom classes will be recorded.
2. CYSA students will be invited to participate in a unique Google Classroom for their class only. Students/families will be registered to participate in their Google Classroom by the teacher. The Google Classroom will only be available to that teacher and those students/families for posting material relevant to the class subject.
3. CYSA students may be invited to participate in the Flipgrid platform by Conductor/Orchestra Manager. Flipgrid will only be available to that teacher and those students/families for posting material relevant to the class subject.
4. All online invites to students will come from the Conductor/Orchestra Manager and will be sent to both the students and their parents/guardians.

BOARD & STAFF DIRECTORY

Officers

President Doerte Stark	951-275-2012 doertestark@gmail.com
President Elect Jim Martinez	541-619-4193 jmsail908@gmail.com
Secretary Susie Conley	541-224-2252 syconley@gmail.com
Treasurer Paul Schlegelmann	541-760-9555 paulschlegelmann@gmail.com
Personnel Chair Gillian Wen	541-550-6356 gillianyo@yahoo.com

Representatives

CYS Volunteer Coordinator Lina Soares	541-230-8497 linahsoares@gmail.com
JHS Volunteer Coordinator Julia Rask	541-908-6161 raskbull@gmail.com
CYSF (Foundation) Liaison Kari van Zee	541-745-7473 kari.van.zee@gmail.com
CYS Student Representative Ella Morton	541-766-4903
CYS Student Representative Emma Di	541-766-4903

Ex-Officio Members / Staff

CYS Conductor Jason Duckles	541-745-9604 jduckles@rocketmail.com
JHS Conductor Jonathan DeBruyn	971-302-3403 jdebruynviolin@gmail.com
Executive Director Annis Bolder	480-452-2936 annissabolder@gmail.com
Orchestra Manager Bettine Rehr-Zimmermann	541-766-4903 bettine.zimmermann.cysa@gmail.com
Administrative Assistant Ching-Yue Chi	541-766-4903 chingyuechi@gmail.com

LEAD VOLUNTEERS

Cabaret Head Decorator	OPEN
Cabaret Volunteer Coordinator	OPEN
Audio Recordings	Ingo Stark
Video Recordings	OPEN
Sponsorship Chair	OPEN
CYSA Financial Review Parent Representative	Niddy Lindsley

CYSA OFFICE (CVHS – B1)

PO Box 857, Corvallis, OR 97339
541-766-4903
cysassoc@peak.org

