

# ELEMENTARY STRINGS

## HANDBOOK — 2021-22 SEASON

### TABLE OF CONTENTS

CYSA CONCERT CALENDAR..... 2

ELEMENTARY STRINGS CALENDAR..... 3

ELEMENTARY STRINGS SCHEDULE 2021-2022..... 4

STUDENT MEMBERSHIP REQUIREMENTS..... 5

COVID-19 RISK MITIGATION POLICIES & PROCEDURES..... 5

ELEMENTARY STRINGS TUITION..... 7

COMMITMENT & REFUND POLICY..... 7

MUSIC BOOK REPLACEMENT..... 7

VOLUNTEER EXPECTATIONS..... 7

CONCERT DRESS EXPECTATIONS..... 8

ATTENDANCE POLICY..... 8

CLASS CANCELLATION..... 8

ES BEHAVIOR POLICY..... 8

CYSA ANTI-HARASSMENT POLICY..... 9

ONLINE BEHAVIOR POLICY..... 9

CYSA BOARD & STAFF DIRECTORY..... 10

### 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

## Corvallis Youth Symphony (CYS)

<b>Winter Concert</b>	<b>Sunday, December 12</b> 4:00 PM	LaSells Stewart Center
<b>Cabaret Concert and Dance</b>	<b>Saturday, March 5</b> 7:30 PM – Concert 9:00 PM – Dance	Ashbrook Independent School
<b>Spring Concert</b>	<b>Sunday, April 24</b> 4:00 PM	LaSells Stewart Center

## Willamette Valley Junior Honors Symphony (JHS)

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

## Elementary Strings (ES)

<b>Winter Concert</b>	<b>Saturday, January 29</b> Level 1: 3:00-3:30 PM Level 2: 4:00-4:30 PM	Ashbrook Independent School
<b>Spring Concert</b>	<b>Saturday, June 11</b> Level 1: 3:00-3:30 PM Level 2/ <i>Encore!</i> : 4:00-5:00 PM	Ashbrook Independent School

# ELEMENTARY STRINGS CALENDAR

*Elementary Strings* (ES) follows the Corvallis School District calendar and closures, including holidays and inclement weather days.

## October

06 W	ES Kick-Off	Zoom
11 M	ES Classes Start	Various Elementary Schools

## November

03-05, W-F	No ES	Conferences
11 Th	No ES	Veteran's Day
24-26, W-F	No ES	Thanksgiving Break

## December

17-31	No ES	Winter Break
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## January

03 M	ES Classes Restart	Various Elementary Schools
17 M	No ES	MLK Jr. Day
28 F 6:00-7:45pm	ES Dress Rehearsals	Ashbrook Independent School
29 SA 3:00-4:30pm	ES Winter Concerts	Ashbrook Independent School

## February

03-04, Th-F	No ES	No School
21 M	No ES	President's Day

## March

09-11, W-F	No ES	Conferences
21-25, M-F	No ES	Spring Break

## April

06 W 6:15-7:30pm	<i>Encore!</i> First Rehearsal	Crescent Valley High School
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## May

30 M	No ES	Memorial Day
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## June

10 F 6:00-8:30pm	ES/ <i>Encore!</i> Dress Rehearsals	Ashbrook Independent School
11 SA 3:00-5:00pm	ES/ <i>Encore!</i> Concerts	Ashbrook Independent School

# ELEMENTARY STRINGS SCHEDULE 2021-2022

Please choose one class to be your “home” class.

*We encourage you to take class at the school you attend if one is available, but you are welcome to register for any class that works for your schedule.*

## Level 1 Classes – For New Students

School	Classroom	Days	Time	Teacher
Adams	Music Modular	Tues & Thurs	5:00 pm – 5:45 pm	Jayanthi Joseph
Franklin	Music Room	Tues & Thurs	2:35 pm – 3:20 pm	Ella Jones
Garfield	Music Room	Tues & Thurs	2:35 pm – 3:20 pm	Bettine Zimmermann
Bessie Coleman	Music Room	Tues & Thurs	7:10 am – 7:55 am	Jayanthi Joseph
Lincoln	Music Room	Mon & Wed	2:35 pm – 3:20 pm	Ella Jones
Mt. View	Gym	Tues & Thurs	2:35 pm – 3:20 pm	Jana Wells
Letitia Carson	Music Modular	Mon & Wed	3:30 pm – 4:15 pm	Bettine Zimmermann
Any	<b>Zoom – ONLINE ONLY</b>	Thurs	4:45 pm – 5:30 pm	Anne Ridlington

## Level 2/2+ Classes – For Returning Students

School	Classroom	Days	Time	Teacher
Franklin	Music Room	Tues & Thurs	3:30 pm – 4:15 pm	Ella Jones
Garfield	Music Room	Tues & Thurs	3:30 pm – 4:15 pm	Bettine Zimmermann
Bessie Coleman	Music Room	Mon & Wed	7:10 am – 7:55 am	Jayanthi Joseph
Lincoln	Music Room	Mon & Wed	3:30 pm – 4:15 pm	Ella Jones
Mt. View	Gym	Tues & Thurs	3:30 pm – 4:15 pm	Jana Wells
Letitia Carson	Music Modular	Mon & Wed	4:25 pm – 5:10 pm	Bettine Zimmermann
Any	<b>Zoom – ONLINE ONLY</b>	Thurs	5:00 pm – 5:45 pm	Ella Jones

**Class times/locations are tentative through the enrollment period and contingent upon achieving minimum enrollment of 5 students per class. Classes are capped at around 15 students this year (depending on classroom size) to accommodate for distancing needs.**

**Zoom-only classes meet synchronously once a week (as shown on this schedule), plus a one-on-one 15-minute Zoom meeting with student and teacher every week to focus on individual goals. One-on-one meeting times will be set based on availability. Zoom students are welcome to participate in the live ES concerts.**

# STUDENT MEMBERSHIP REQUIREMENTS

1. Students must be in 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> grade to participate.
2. Each member must agree to abide by the Policies laid out in this Handbook
3. Each member must register for an Elementary Strings class online in order to be admitted to class.
4. Each member must sign the online CYSA Release of Liability/COVID-19 Waiver prior to their first class.

## 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 musical experience. To hold classes 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.

### Elementary Strings COVID-19 Policies:

- **Masks will be required at all CYSA events for all participants.**
  - Removing masks is only permitted **outside when eating/drinking.**
- **Physical distancing of 3 feet will be required for all.** Class sizes will be limited to ensure physical distancing can be accommodated.
- **Students'/staff temperatures will be taken with a touchless thermometer when entering class.**
- **CYSA will work with venues to make sure HVAC systems are allowing the maximum amount of ventilation, filtration, and outside air.**
- **Students/staff should STAY HOME if they present any of these symptoms.** If symptoms are detected during a class, the student 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 in an ES class tests positive for COVID-19, CYSA will inform families. The infected individual will remain anonymous. Close contacts in the class (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/volunteers in a class.
  - 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.
  - Classes may be temporarily suspended or held on Zoom in the case of an outbreak in a class.
- **All CYSA participants must agree to and sign the online Release of Liability/COVID-19 Waiver in order to participate.**

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 CYSA programs 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!

# ELEMENTARY STRINGS TUITION

Elementary Strings tuition for the 2021-2022 school year is \$420.

## Payment options:

**Option 1:** One payment of \$420.

**Option 2:** Initial payment of \$60 followed by seven monthly, auto-debit payments of \$60.  
*Option 2 is more expensive to cover the additional transaction costs.*

The Full Payment or Initial Partial Payment can be made online when registering for Elementary Strings.

*Application for scholarships for families with **demonstrated financial need** can be completed when registering for Elementary Strings online. Families must qualify for the free/reduced lunch program to qualify for an Elementary Strings scholarship.*

## COMMITMENT & REFUND POLICY

After you have paid 4 months' tuition (through January) you may drop out of ES by giving notice to the CYSA Office ([cysassoc@peak.org](mailto:cysassoc@peak.org)) **by the 1st of the month in which you plan to quit**. If you provide notice later than the 1st, you will be charged tuition for that month. **No tuition refunds will be given for October-January.**

*(**Example:** You plan to quit after the January ES Concert. You must provide notice to the CYSA Office no later than February 1, or you will also be charged for February tuition.)*

## MUSIC BOOK REPLACEMENT

CYSA provides each student with a music book for class. If a student loses their Elementary Strings music book, there is a replacement fee of \$10 to get a new one from CYSA. Families can also order a new book online or buy one from Windsmith Music in Philomath.

**Level 1 uses Essential Elements Vol. 1 and Level 2 uses Orchestra Expressions Book 2.**

## VOLUNTEER EXPECTATIONS

Each Elementary Strings class requires 1-2 volunteers for every class. Parents will be able to sign up online to volunteer in specific classes. All volunteers must show proof of COVID-19 vaccination and complete the Corvallis School District volunteer application background check (<https://www.csd509j.net/students-parents/volunteer/volunteer-application/>).

# CONCERT DRESS EXPECTATIONS

- White tops (blouse or button-up shirt, *no spaghetti straps*)
- Black bottoms (slacks; long skirts; black socks/tights)
- Black shoes

## ATTENDANCE POLICY

Students must regularly attend their Elementary Strings class to be successful and make progress on their instrument and music. **If a student misses 8 or more classes in a concert set (October-January or February-May), the Elementary Strings teacher may recommend the student resign from the program and try again next year.** A refund for the remaining program portion will be given (following the Commitment & Refund Policy). If a student must miss class, inform the Elementary Strings teacher of their absence to receive any important practice assignments.

## CLASS CANCELLATION

CYSA follows the Corvallis School District's inclement weather policy. If school is cancelled due to inclement weather, Elementary Strings classes will **NOT** meet that day.

If school is cancelled due to a holiday, conferences, emergency, or for any other reason, Elementary Strings classes will also *not* meet.

In the case of class cancellation due to an ES Teacher emergency: Families and the school will be alerted as soon as possible about any unforeseen class cancellations.

## ES BEHAVIOR POLICY

The Elementary Strings (ES) classroom, whether in person or online, is a place for learning. All students have a right to learn and the teacher has a right to teach. If some 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) safeguards property from loss or damage, (2) protects everyone's health and safety, and (3) avoids serious disruption to the educational process.

**In order to participate in the ES program, students must agree to:**

- 1) Listen to the Elementary Strings Teacher, Assistant Teacher, or Substitute Teacher and follow their directions appropriately.
- 2) Respect ES Teachers and Assistants and other students in the in-person or online classroom environment.
- 3) Come to class with materials ready to go before class begins, with assignments prepared.

Examples of disruption include, but are not limited to: talking out of hand, misusing or mistreating your instrument or bow, arguing, playing without permission, threatening others, acting silly, touching others or their instruments, taking other people's property, forgetting your music/pencil/assignments.

To have a peaceful, happy, and productive classroom all students must be responsible for following the behavior expectations and for paying attention. Students that choose not to follow



these expectations will be issued a warning. If a second warning is issued, a student may be removed from the in-person or virtual classroom for the remainder of the class period.

**If a student is removed from the in-person or virtual classroom for disruption more than three times, CYSA/Elementary Strings reserves the right to suspend the student from Elementary Strings participation, and a prorated refund will be issued to the student's family.**

## **CYSA ANTI-HARASSMENT POLICY**

CYSA is committed to providing an environment free of harassment and safe for all. 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.

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

**These policies apply to online-only classes.**

## **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 class begins in a place without distractions.
2. Be attentive and respectful towards your host (teacher/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 CYS online platforms, including but not limited to: Zoom, Google Classroom, 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 classes/rehearsals).
3. Students are required to remain muted during rehearsal time unless directed to unmute by the teacher.
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 class. 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 class, face class suspension, or be asked to resign their position in Elementary Strings.**

# CYSA BOARD & STAFF DIRECTORY

## Board Officers

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

## Board Representatives

<b>CYS Volunteer Coordinator</b> Lina Soares	541-230-8497 linahsoares@gmail.com
<b>JHS Volunteer Coordinator</b> Julia Rask	541-908-6161 raskbull@gmail.com
<b>CYSF (Foundation) Liaison</b> Kari van Zee	541-745-7473 kari.van.zee@gmail.com
<b>CYS Student Representative</b>	<i>Elected in September</i>
<b>CYS Student Representative</b>	<i>Elected in September</i>

## CYSA and Elementary Strings Staff

<b>Orchestra Manager and Lead ES Teacher</b> <b>ES Teacher, Garfield/Letitia Carson</b> Bettine Rehr-Zimmermann	541-766-4903 bettine.zimmermann.cysa@gmail.com
<b>ES Teacher, Franklin/Lincoln/Zoom</b> Ella Jones	541-760-6478 ellajonesemail@gmail.com
<b>ES Teacher, Bessie Coleman/Adams</b> Jayanthi Joseph	541-250-9480 jjayanthijoseph@gmail.com
<b>ES Teacher, Zoom</b> Anne Ridlington	541-908-5527 anneridlington@hotmail.com
<b>ES Teacher, Mt. View</b> Jana Wells	541-243-4826 jmfwells@gmail.com
<b>ES Asst. Teacher</b> Julie Davis	541-602-2023 Juliedavis25@comcast.net
<b>CYS Conductor</b> Jason Duckles	541-745-9604 jduckles@rocketmail.com
<b>JHS Conductor</b> Jonathan DeBruyn	971-302-3403 jdebruynviolin@gmail.com
<b>Executive Director</b> Annis Bolder	480-452-2936 annissabolder@gmail.com
<b>Administrative Assistant</b> Ching-Yue Chi	541-766-4903 chingyuechi@gmail.com

**CYSA OFFICE (Crescent Valley High School – Room B1)**

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