



ALBUQUERQUE YOUTH
SYMPHONY PROGRAM SM

Musician's Handbook [2019-2020]

The Musician's Handbook serves as a reference for all things AYSP. Parents and students are strongly encouraged to review it carefully at the beginning of the season and refer to it for questions throughout the year.

Updated: 6/23/19

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CONTACT AND LOCATION

Albuquerque Youth Symphony Program (AYSP)
Office: 4407 Menaul Blvd NE, Albuquerque, NM 87110
Mailing: PO Box 30961, Albuquerque, NM 87190
505 875 1319 • www.aysmusic.org
Office Hours: Mondays: 2pm – 6pm
Wednesdays: 2pm – 6pm
Fridays: 10am – 1pm
- please e-mail or call to set up a meeting outside of these hours –

Norlynn Blocker Price	Executive Director	norlynn@aysmusic.org	ext 117
Bea Strong	Assistant Director	bea@aysmusic.org	ext 127
Sayra Siverson	Artistic Director	sayra@aysmusic.org	
Tasha Caldwell	Accounts Manager	tasha@aysmusic.org	ext 102

CONCERT VENUES

Popejoy Hall
203 Cornell Drive Albuquerque, NM 87131

Marie Robertson Hall at the
Dale E Kempter Center for Music Education
4407 Menaul Blvd. NE, Albuquerque, NM 87110

Various High School Auditoriums, TBA

STAY INFORMED

WEBSITE

Important information is posted on the website including weekly schedules, updates, closures, and concert information. Please visit the website for information before calling the office.

ENSEMBLE PAGES ON THE WEBSITE

Hover over the “Programs” link in the top menu of our website. Select the appropriate ensemble. The side menu has links to the Season Calendar, Read & Heeds, Rehearsal Notes and Absence Request.

READ & HEEDS - EMAIL

Read & Heeds are emailed notices about upcoming concerts and events. Information includes time of arrival, what to bring, what to wear, directions, where to park, etc. Read & Heeds are sent by email and can also be found on individual ensemble pages on the website. Students and parents are encouraged to check email frequently, so as not to miss important updates, and to make sure email settings allow receipt of email from Albuquerque Youth Symphony Program.

REHEARSAL NOTES - EMAIL

Rehearsal notes, sent by email, contain conductors’ observations on the previous rehearsal and guidance on areas to focus practice in the upcoming week. Rehearsal notes will usually be sent weekly by email, although timing may vary.

QUARTER NOTES - EMAIL

This e-newsletter is sent quarterly to all friends of AYSP and contains information on upcoming concerts, feature stories, and general interest information. Students and parents may subscribe to the e-newsletter on our website. [*scroll to the bottom of the homepage at www.aysmusic.org, under “LINKS” select “Join Our Newsletter”*]

EMERGENCY PHONE TREE

It is activated when important last minute information needs to be communicated such as venue and time changes or inclement weather.

SOCIAL MEDIA

Be sure to “like” the Albuquerque Youth Symphony Program on Facebook. We post photos, tour, community events, and fun updates whenever we are excited about something and want to share it with you! Additionally, we’re on Instagram as @aysmusic.

The AYSP staff requests that you check the communication methods above for information before calling the office. If you still can't find what you're looking for, please call and we will be happy to help!

ENSEMBLES, IMPORTANT DATES

Youth Symphony (YS)

Grades 9-12
Conductor Sayra Siverson
Rehearsals - Mondays 6:30pm-9:15pm

Boot Camp (required)

Saturday, August 10, 2019: 9:00am - 5:00pm

Parent Meeting (required)

Saturday, August 10, 2019: 4:30pm - 5:00pm

Concerts (required)

School Tour: Thursday, November 14, 2019
Sunday, November 17, 2019 - 5:00pm - Popejoy Hall
Saturday, December 21, 2019 - TBA - Popejoy Hall
Sunday, April 26, 2020 - 7:30pm - Popejoy Hall

Youth Orchestra (YO)

Grades 9-12
Conductor Nick Upton
Rehearsals - Mondays 6:15pm-9:00pm

Boot Camp (required)

Saturday, August 10, 2019: 9:00am - 5:00pm

Parent Meeting (required)

Saturday, August 10, 2019: 9:00am - 9:30am

Concerts (required)

School Tour: Thursday, November 14, 2019
Sunday, November 17, 2019 - 2:00pm – Popejoy Hall
Sunday, April 26, 2020 - 5:00pm - Popejoy Hall

Youth Concert Orchestra (YCO)

Grades 9-12
Conductor TBA
Rehearsals - Wednesdays 6:30pm-9:15pm

Student Orientation (required)

Wednesday, August 14, 2019: 5:00pm - 8:30pm

Parent Meeting (required)

Wednesday, August 14, 2019: 8:00pm - 8:30pm

Concerts (required)

School Tour: Thursday, November 14, 2019
Sunday, November 17, 2019 - 2:00pm - Popejoy Hall
Sunday, April 26, 2020 - 5:00pm - Popejoy Hall

Junior Symphony (JS)

Grades 6-8
Conductors Ali Brasher and Hovey Corbin
Rehearsals - Saturdays 8:30am-11:30am

Student Orientation (required)

Friday, August 9, 2019: 5:00pm - 8:00pm

Parent Meeting (required)

Friday, August 9, 2019: 5:00pm - 5:30pm

Concerts (required)

School Tour: Thursday, December 5, 2019
Sunday, December 8, 2019 - 7:00pm – TBA
Sunday, April 26, 2020 - 3:00pm - Popejoy Hall

Junior Orchestra (JO)

Grades 6-8
Conductors Bill Austell and Marie Robertson
Rehearsals - Saturdays 9:00am-12:00pm

Student Orientation (required)

Friday, August 9, 2019: 5:00pm - 8:00pm

Parent Meeting (required)

Friday, August 9, 2019: 7:30pm - 8:00pm

Concerts (required)

School Tour: Thursday, December 5, 2019
Sunday, December 8, 2019 - 5:00pm – TBA
Sunday, April 26, 2020 - 1:00pm - Popejoy Hall

Junior String Orchestra (JSO)

Grades 6-8
Conductor Erica Photiades
Rehearsals - 2nd semester - Saturdays 8:45am-11:45am

Parent Meeting (required)

Saturday, January 18, 2020: 10:45am – 11:30am

Concerts (required)

Sunday, April 26, 2020 - 1:00pm - Popejoy Hall

Junior Band (JB)

Grades 6-8

Conductor Josephine Gonzales

Rehearsals - 2nd semester - Wednesdays 6:15-8:15pm

Parent Meeting (required)

Wednesday, January 15, 2020: 6:15pm – 7:00pm

Concerts

Sunday, April 26, 2020 - 3:00pm - Popejoy Hall

Preparatory Strings (PS)

Grades 4-5

Conductor Gloria Velasco

Rehearsals - Wednesdays 4:30-6:00pm

Student Ice Cream Social (required)

Wednesday, September 4, 2019: 6:00pm - 6:30pm

Parent Meeting (required)

Wednesday, September 4, 2019: 6:00pm - 6:30pm

Concerts (required)

School Tour: Thursday, December 5, 2019

Sunday, December 8, 2019 - 5:00pm – Eldorado High

Sunday, April 26, 2020 - 1:00pm - Popejoy Hall

Chamber Music Program

Coordinator Dr. Bea Strong

High School | YCO, YO, YS

Rehearsals - Mondays 5:00pm – 6:00pm, or
Wednesdays 5:00pm – 6:00pm

Middle School | JO, JS

Rehearsals - Mondays 5:00pm – 6:00pm, or
Wednesdays 5:00pm – 6:00pm

Concerts

Sunday, November 24, 2019 - 4:00pm – M. Robertson Hall

Sunday, April 19, 2020 - 4:00pm – M. Robertson Hall

SEASON CALENDARS

Season Calendars can also be found on individual ensemble pages on our website at www.aysmusic.org. [hover over the “Programs” link in the top menu of our website. Select the appropriate ensemble, click on the “Season Calendar” link on the right side of the page]

SUPPLEMENTAL PROGRAMS

Chamber Music Program – High School

Chamber music is played by small groups, with one musician to each part. Music is performed without a conductor, and is intended to be heard in intimate settings. The valuable skills and lessons derived from symphonic music performance are amplified in chamber music. Within a chamber ensemble each member is a section, highlighting and strengthening a student's abilities through self-directed and team-guided learning.

Chamber Groups and Instruction

The AYSP Chamber Music Program is open to students in grades 9-12 enrolled in a regular AYSP ensemble. Students who join are organized into chamber groups by instrument, interest, age, and ability. Each ensemble rehearses weekly and receives approximately ten coachings throughout the year from professional musicians and educators. Chamber groups also participate in master classes with guest performers from across the world!

Performances

AYSP takes chamber music out of the concert hall and into the community. Chamber performances will take place in community venues including nursing homes, hospitals, coffee shops, and outdoor community spaces. Listeners in these venues often have limited access to symphonic music either by distance or economics. [This might also help meet community service requirements at your school!]

Top ensembles are often requested for important community events including the Mayor and First Lady's Charity Gala, the Governor's Inaugural Ball, Uptown Tree-Lighting Ceremony, the Southwest Chocolate and Coffee Festival, the American String Teachers Association national conference and various social and fundraising events. Groups performing at such events will be selected at the discretion of the Chamber Music Coordinator and may be paid for their performances.

Marimba Ensemble – Middle School Chamber Music Program

The AYSP Middle School Marimba Ensemble, under the guidance of Mr. Hovey Corbin is a truly unique offering through our supplemental Chamber Music Program, and is open to ALL Junior Ensemble students (JS, JO, JSO, JB) – no previous percussion experience is required. In addition to being an energetic and exciting ensemble, participation in this group offers you the chance to play amazing Mexican Marimbas on loan to AYSP from Steve "Marimba" Chavez, a local professional marimba player.

Rehearsals and Instruction

The Middle School Marimba Ensemble is open to students enrolled in JS, JO. Rehearsals take place most Saturdays from 12pm – 1pm). The Marimba Ensemble will play many different styles of music: traditional Mexican and New Mexican rancheras, waltzes and cumbias, classical music, and even rock and pop. There are many different jobs in the ensemble, ranging from very easy to highly challenging, and students will be encouraged to rotate and learn multiple parts.

Performances

The Marimba Ensemble will perform at AYSP's Spring Chamber Music Concert in April.

SCHOOL MUSIC PARTICIPATION

All members of AYSP must be enrolled as regular members of their curricular school band or orchestra, if available, for the duration of their participation in AYSP. This is an important statement of support for school music programs which serve a broad range of students with varying levels of ability. We expect AYSP musicians to participate in and be leaders of their respective school music programs. By participating in school music programs, students benefit from playing every day, become better sight-readers and musicians, and play an important part in helping to build strong music programs in our schools and community.

Why AYSP students must participate in their school programs:

- AYSP serves as a supplement to, not a replacement for, music in the schools.
- If we want the schools to support AYSP, we must support school music programs. Not only do we ask school music teachers to promote and encourage their students to audition each year for AYSP, we also frequently ask help of the school music educators if we are seeking students for specific instruments to fill out our ensembles.
- AYSP depends upon cooperation from the schools in providing performance venues each season.
- There is no substitute for the daily or almost daily rehearsal that comes with school music programs. AYSP rehearsals happen only once a week; it is the combination of school ensemble rehearsals and AYSP rehearsals that allow our students to master challenging and musically rewarding repertoire each year.
- School fine arts programs are being cut or reduced all across the country, and New Mexico is no exception. When top students leave the programs, performance levels suffer, adding fuel to the fire that music programs should be cut.
- Without school music instruction, most of the professional musicians in this area (and around the country) would not be where they are today.

What we will do to continue to improve the relationship with schools:

- Provide a calendar of AYSP rehearsals, performances and other activities for the upcoming season so that school music programs can be scheduled so as not to conflict with AYSP events to the extent possible.
- Absences will be accepted for school ensemble events. We will request that the school give us a schedule of their rehearsals/performances as soon as possible so that we can plan around known schedule conflicts.
- School music teachers receive complimentary admission to all AYSP concerts each season.
- School music teachers are invited to attend open rehearsals of AYSP ensembles each season.

AYSP students are expected to participate in their school music program on the same instrument on which they are accepted into AYSP.

Regular membership in a curricular program means enrollment in a formal learning experience for academic credit. Participation in an extracurricular program does not satisfy this requirement unless a curricular program is not available in the school. If a school offers multiple ensembles for band and orchestra students are to enroll in an ensemble that meets daily, or the most frequently, if daily is not an option.

Home-schooled students who also elect to attend classes at a school that offers a music program, are subject to the same AYSP membership requirements as those who attend a public, private or parochial school. Students who attend a charter school without a music program that is located in close proximity to a school with a music program, are expected to participate in the music program of the nearby school if allowed by the student's primary school.

Enrollment in school music programs will be verified. Students who are not enrolled throughout the school-year, as detailed in this policy, may be dismissed from an AYSP ensemble, and tuition will be non-refundable.

ATTENDANCE POLICY

Since AYSP ensemble rehearsals take place only once a week we can permit only a small number of excused absences from rehearsals each semester, and no excused absences are permitted for performances. If you know in advance that you will be unable to attend a rehearsal, tell us as soon as you know about it. This will make it possible for our conductors to better plan rehearsal time each week.

All absences must be communicated in advance to your conductor **AND** reported online through our online absence request.

1. Absences from regular rehearsals are limited to a specific number per season (August through May)
 - **Junior ensembles = 4 absences maximum per year**
 - **Youth ensembles = 3 absences maximum per year**
 - **Chamber Music Program = 1 absence maximum per semester**
2. Attendance at all dress rehearsals, school tours, Boot Camp (for YS, YO and YCO members) and concerts is required.
3. Absence from ½ of a rehearsal may be considered ½ absence toward your total. For example, if you need to be absent to attend a soccer game or award ceremony, you may arrange with your conductor to be absent for the first or second half of rehearsal. Student should only arrive or leave during break.
4. Absences due to required school music performances or rehearsals must be pre-arranged with your conductor as soon as you become aware of the conflict. AYSP conductors will contact your school conductor once made aware of the conflict. Required school music performances will not count against the absence limits if, and only if, they are addressed in a timely manner.

What if I have to miss a rehearsal?

1. **Tell your conductor asap:** Please let your conductor know that you will be absent as far in advance as possible. This is an opportunity to discuss what you may need to do to catch up or alternative options. **DON'T STOP HERE THOUGH – YOU MUST COMPLETE STEP 2.**
2. **Report the absence online:** You must report the absence as soon as you are aware of it. Use the "Absence Request" on our website at www.aysmusic.org. **AYSP does not accept phone calls, email, or text messages to report absences.** (If you do not have access to the internet, please let us know so we can make alternate arrangements for you to report absences.)

What happens if I go over the allowed number of absences?

1. When you reach the maximum number of absences for your ensemble, you will be placed on probation. If absences continue, you may be dismissed from the program at the discretion of your conductor and the Artistic Director.
2. When we are forced to consider your possible dismissal from the program, your communication with your conductor and timely reporting of absences will be taken into consideration. Conductors require verification of the reason for absences over the maximum allowed (e.g., a note from school conductor or doctor).

AUDITION POLICY

All students must audition each season regardless of enrollment the previous season. Annual auditions for the full year ensembles will be held in April or May; Junior String Orchestra and Junior Band auditions are held in December. Placement decisions are final and may not be appealed. Conductors may add students mid-season at their discretion to meet orchestration requirements.

ROTATIONAL SEATING AND CHAIR AUDITIONS

AYSP uses rotational seating in most sections. Solos and parts are assigned at the discretion of the conductor. Chair auditions are required for string students in YS and YO only.

BEHAVIOR EXPECTATIONS

AYSP students are representatives of the Albuquerque Youth Symphony Program and must conduct themselves in a manner that reflects positively on AYSP at all times. Specifically they must:

1. Demonstrate appropriate, respectful behavior toward AYSP staff, fellow students and audience, parents and officials at all performance and rehearsal venues.
2. Be punctual and prepared for all rehearsals, meetings, performances, camps, and/or scheduled events related to AYSP. Students not in their seat when tuning begins are considered late. Parents, please don't drop your students off for rehearsals and performances at the last minute. It takes time for musicians to set up and prepare to rehearse, and this should not come at the expense of other students. Please help your student participate fully in the rehearsal or performance by allowing sufficient time to get to the rehearsal on time.
3. Listen to instruction from the conductor. Do not talk while conductors are on the podium.
4. **Turn off and put away – out of sight and out of reach – all electronic devices during all rehearsals and performances.**
5. Use facilities properly, keeping the buildings clean and ensuring that AYSP property is returned upon request and in good condition.
6. Abide by the dress and grooming standards set by AYSP staff and conductors for the particular AYSP ensemble or activity.

Prohibited activities while on AYSP property and during any AYSP activity include:

1. Engaging in any conduct that deprives another person of the exercise of personal rights and responsibilities, or engaging in any conduct which disrupts any AYSP activity.
2. Engaging in hazing, harassment or bullying of others.
3. Causing or attempting to cause damage to any school facility or private property; or stealing or attempting to steal.
4. Causing or attempting to cause physical injury to any person or behaving in such a way as could reasonably cause physical injury to another person or themselves.
5. Possessing, handling or transmitting any object that could reasonably be considered a weapon.
6. Engaging in buying, selling, giving, delivering, using, possessing, or being under the influence of tobacco, alcohol, marijuana, a controlled substance (without a prescription), or a dangerous drug at any time and regardless of whether the student is on AYSP property or at an AYSP related activity.
7. Violating any applicable local, state or federal laws, or the applicable laws of other countries, or any AYSP rules or policies.

If an AYSP conductor, staff member and/or any chaperone determines that a student has engaged in any prohibited activities during any AYSP activity, the student will immediately be sent home. The parent/guardian will be financially responsible for any damages or expenses that result from the student engaging in any prohibited activity, and the student will be dismissed as a participant in any AYSP activities. Tuition will be non-refundable.

PHOTOGRAPHY/FILMING

Parents and legal guardians, by enrolling their child(ren) in AYSP, consent for their child(ren) to be photographed and/or filmed while participating in activities that can include, but are not limited to: rehearsals, boot camps, tours, performances and special events. AYSP reserves the right to use images or footage for program and marketing purposes that may include, but are not limited to: social media, newsletters, collateral materials, and advertisements. Please contact the Executive Director if this presents a concern for your family.

MUSIC FOLDERS

Each AYSP member is assigned a folder at the beginning of the season; keep your music and a pencil in this folder. Every player is responsible for his or her own folder and the music issued. It is the student's responsibility to be certain that he or she has all the music that has been assigned. Bring your folder and pencil to every rehearsal. Do not rely on your stand partner, as he or she may be unexpectedly absent.

DRESS CODE

ALL students in AYSP high school **Youth Ensembles** (YS, YO, YCO) must own a uniform. Students are responsible for placing an order and purchasing their uniforms. High School girls must purchase their uniforms from the company listed below. Once a dress has been purchased, it may be worn for multiple years.

Youth Ensembles

Girls Uniform

Black AYSP uniform dress and black dress shoes. The dress must be purchased from "Tuxedo Wholesaler". It is the Bailee SVP style in black with short sleeves and no ties.
<https://tuxedowholesaler.com/concert-attire/index.php/women-s-wear/gowns/bailee.html>

Boys Uniform

Black suit jacket, black dress trousers, white long-sleeved dress shirt, black shoes and black socks, long black dress necktie (NOT a bow tie).

Junior Ensembles

Girls Uniform

Black ankle-length slacks or skirt. White short or long-sleeved shirt (shoulders must be covered). Black flat dress shoes. No colorful or shiny hair ornaments.

Boys Uniform

Black slacks (no jeans). Long-sleeved white collared dress shirt. Black shoes and black socks. Any solid colored long dress tie.

Preparatory Ensembles

Preparatory Strings - Girls and Boys Uniform

Colorful dressy outfits. Skirts must fall below the knee when seated. No jeans, high-heels, or sneakers.

ELIGIBILITY

1. Students in youth instrumental ensembles must be in grades 9-12 and 14 years old as of September 1, 2019. Students in junior instrumental ensembles must be in grades 6-8 and 11 years old as of September 1, 2019. Students in preparatory instrumental ensembles must be in grades 4-5 and 9 years old as of September 1, 2019.
2. High school students may not participate in AYSP for more than four years, or after their 19th birthday, whichever comes first.
3. Dismissal from any public or private school will be viewed as a failure to participate in your school music program and will result in dismissal from AYSP.
4. AYSP follows NMAA academic eligibility guidelines. Students must maintain a GPA of 2.0 with no more than (1) F, based on a 4.0 grading scale or its equivalent. Academically ineligible students may not participate in rehearsals, tours, or concerts during the period of ineligibility.
5. Students must adhere to AYSP's School Music Participation Policy.
6. Student must adhere to AYSP's Attendance Policy.
7. Students must adhere to AYSP's Behavior Expectations.
8. Students must adhere to AYSP's Tuition and Fee Policy.

TUITION ASSISTANCE

The Albuquerque Youth Symphony Program is committed to supporting any student in need of financial assistance for tuition or fees. All families in need of support at any level are encouraged to apply. Assistance is available for all expenses associated with participation including tuition and uniform fees.

Each application is accessed using a sliding scale of 25–90% of tuition cost, based on HUD Low to Moderate Income (LMI) Guidelines.

Applicants must fill out the Financial Aid Application and return to AYSP by the stated deadline each season. If your family's financial situation changes, tuition assistance may be available mid-season. Applicants will receive an award letter including a payment schedule and commitment form via e-mail before registration opens.

2019-2020 TUITION AND FEES

Ensemble	Tuition
Youth Symphony (YS)	\$760
Youth Orchestra (YO)	\$760
Youth Concert Orchestra (YCO)	\$595
Junior Symphony (JS)	\$555
Junior Orchestra (JO)	\$555
Junior String Orchestra (JSO) <i>2nd semester only</i>	\$280
Junior Band (JB) <i>2nd semester only</i>	\$280
Preparatory String Orchestra (PSO)	\$445

PAYMENT OPTIONS

Parents/Guardians must select one of the following payment options at the time of registration. Please review the options carefully. If your student received a Tuition Assistance award, a payment schedule was provided with the award letter. Payments are accepted by check (payable to AYSP), or credit card.

Option 1: One Payment

Pay in full at the time of registration

Option 2: Two Payments

50% deposit due at time of registration and the remaining 50% due by mid-semester

Option 3: A Deposit & Monthly Payments

A deposit is due at the time of registration. Then four (4) equal payments are due monthly September through December. Monthly payments must be made by credit card and will be automatically charged on the 1st of each month.

See detailed payment schedule on pg.13 & 14

PAYMENT SCHEDULE

YOUTH ENSEMBLES (High School)

Youth Symphony & Youth Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$760	7/26/2019
OPTION 2	\$380	7/26/2019
	\$380	10/25/2019
OPTION 3	\$200	7/26/2019
	\$140	9/1/2019
	\$140	10/1/2019
	\$140	11/1/2019
	\$140	12/1/2019

Youth Concert Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$595	7/26/2019
OPTION 2	\$297.50	7/26/2019
	\$297.50	10/25/2019
OPTION 3	\$150	7/26/2019
	\$111.25	9/1/2019
	\$111.25	10/1/2019
	\$111.25	11/1/2019
	\$111.25	12/1/2019

JUNIOR ENSEMBLES (Middle School)

Junior Symphony, Junior Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$555	7/26/2019
OPTION 2	\$277.50	7/26/2019
	\$277.50	10/25/2019
OPTION 3	\$150	7/26/2019
	\$101.25	9/1/2019
	\$101.25	10/1/2019
	\$101.25	11/1/2019
	\$101.25	12/1/2019

Junior Band

(2nd semester only)

	AMOUNT	PAYMENT DUE
OPTION 1	\$280	1/6/2020
OPTION 2	\$140	1/6/2020
	\$140	3/6/2020
OPTION 3	Not Available	

Junior String Orchestra

(2nd semester only)

	AMOUNT	PAYMENT DUE
OPTION 1	\$280	1/6/2020
OPTION 2	\$140	1/6/2020
	\$140	3/6/2020
OPTION 3	Not Available	

PREPARATORY ENSEMBLES (Elementary School)

Preparatory String Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$445	8/30/2019
OPTION 2	\$222.50	8/30/2019
	\$222.50	10/25/2019
OPTION 3	\$200	8/30/2019
	\$82	10/1/2019
	\$81.50	11/1/2019
	\$81.50	12/1/2019

TUITION AND FEE POLICIES

Delinquent Accounts

Communication is critical. If you are struggling to make payments, you must contact AYSP to discuss options. Lack of payment without communication may result in a student's suspension from AYSP activities. Families with delinquent accounts from a prior year must pay the past due balance before returning student(s) may audition for or be placed into an ensemble for the upcoming season. In addition, AYSP will assess a \$15 late fee for all delinquent accounts.

Refunds

Tuition and fees are non-refundable and non-transferable.

Returned Checks

A fee of \$35 will be applied for returned checks.

CONCERT TICKETS

Tickets are required for attendance at all AYSP concerts. The ticket price and method of purchase varies based on the performance venue and ensemble. Special event performance ticketing is subject to venue requirements. See expected prices below. Prices and procedures are subject to change and will be communicated through Read & Heeds and on the website prior to concerts.

- All children (under 18) are admitted free of charge.
- Arrangements for discounted ticket prices will be made with Parents/Guardians with students in multiple ensembles.

High School Auditoriums	\$5.00	purchase at the door
Popejoy Hall	\$10.00	purchase at the box office, or purchase online at: http://popejoypresents.com/tickets , or purchase through phone: (505) 925-5858, or purchase in person: UNM Bookstore Ticket Office Central & Cornell Tuesday-Friday 10am-6pm Individual show tickets & subscriptions
		UNM Ticket Office University & Cesar Chavez SE Monday-Friday 8:30am-5pm Individual show tickets & subscriptions

Cash, check, or credit are accepted at all concerts.

TOURS

APS School Tours

Held annually in the Fall of each season and participation is required for all AYSP musicians.

Regional Tours

Local travel for the purpose of music education and outreach will be done at the discretion of the AYSP Artistic Director.

National or International Tours

National or International travel for the purpose of music education will be done at the discretion of the AYSP Artistic Director in consultation with the AYSP Board of Directors.

FUNDRAISING

Fundraising is an important part of any non-profit organization. Unfortunately, tuition only covers 40-45% of AYSP's modest operating expenses each year, making fundraising throughout the year critical to ensuring sustainability of our program. In order to keep our tuition affordable for all who participate, **each AYSP family is expected to raise \$100 beyond tuition obligations (and any tour costs, if applicable) through fundraising opportunities provided by AYSP. Families may opt out of the \$100 fundraising obligation by making a tax-deductible \$100 donation to AYSP, either by check or online donation through AYSP's website.**

In past years fundraising opportunities have included:

Luminarias

The luminaria fundraiser is an AYSP tradition! Every season since 1981, AYSP students and families fold, sell, assemble, and deliver thousands of dozens of luminarias across the Albuquerque metro area to raise funds. **All AYSP students and families volunteer during the luminaria fundraiser.** Each student will fold 30dz (360 bags). All 8th grade – 12th grade students and families volunteer during Luminaria Day. Making luminarias at several workhouses kindly hosted by AYSP families and orders are delivered by AYSP parents who sign up as delivery drivers. All 4th grade – 7th grade students and families volunteer during our Luminaria Open House at the AYSP facility by making luminarias and assisting customers with their pick-up orders. – *luminaria fundraiser dates are listed on each ensemble's season calendar.*

Raffle

AYSP hosts the annual *EXPERIENCE NEW MEXICO!* Raffle each spring. Students sell raffle tickets to raise funds for AYSP. Details for the 2020 Raffle, including prize information, will be available later in the season.

Symphonic Kitchen

Starting in 2017, AYSP hosted its first annual signature event, *Symphonic Kitchen*. This fundraiser pairs premier New Mexican chefs with the talents of our Youth Symphony students and their Conductor to create a magical evening of music, food and spirits with friends.

AYSP Playathon

In past years, each AYSP ensemble performed at the local mall providing free performances for shoppers and passers-by all day! As with all a-thons, students help raise money through donations for their performance.

During the 2019-2020 season, AYSP offers two fundraising opportunities to satisfy the \$100 per family fundraising expectation.

Luminarias

In addition to folding bags and volunteering during the Luminaria fundraiser, families can raise \$100 towards their fundraising expectation, by selling **20 dozen** luminarias to **NEW** customers (that is, customers not already in the AYSP luminaria database). The online order form will have a field where new customers can type the student name. This is how we track family participation.

Raffle

Experience New Mexico! Raffle. Selling 10 raffle tickets will satisfy the \$100 family fundraising expectation.

VOLUNTEERING

Active parent volunteers have always been part of the AYSP culture. With approximately 500 students supported by an administrative staff of three, parent volunteers are essential to the success of the program. Throughout the year there are numerous opportunities to get involved from just a few hours to a weekly commitment, including taking attendance and assisting conductors at rehearsals. Other parents contribute gift-in-kind services and goods that reduce expenses to the program.

We request that parents participate as volunteers to the extent they are able.

VOLUNTEER OPPORTUNITIES INCLUDE:

Parent Manager

Each ensemble has two to four Parent Managers who provide weekly assistance to the Conductor, students and their parents or guardians. Responsibilities throughout the year include:

- Assisting with student fundraising efforts
- Supporting dress rehearsals, concerts and school tours
- Taking attendance
- Uniform and t-shirt sizing

[Parent Manager Description](#)

Concert Support

Our students perform in two concerts per year, the Fall Concert in November/December and the Finale Concert in April. One additional optional concert is scheduled for YS, YO and YCO students in December. Your support is needed in the following areas:

- Assisting with moving percussion and music-related equipment to performance venue
- Hosting receptions following concerts (Youth Symphony Concerts only)
- Selling tickets and merchandise

Ensemble Support

Additional fundraising and program support is needed for both Youth and Junior groups. Time commitments vary by project. We are currently looking for assistance with:

- Coordinating parking during rehearsals
- Luminaria Committee (July through middle December)
- Assemble luminarias (1 week, limited hours/day)
- Sponsor your home for luminaria workhouse (2 days, first Friday and Saturday in December)
- Deliver luminarias - driver (first Saturday in December)
- Finding/Gathering Concert Program Sponsorships (Fall and Spring Concert Programs)

Office and Building Support

From time to time our staff may need help at the office. Time commitments will vary depending upon the project. Some of the ways you can assist our staff include:

- Building maintenance projects, e.g. painting, cleaning, maintaining parking lot, weeding, etc.
- Data entry
- Part-time reception during office hours – Monday, Wednesday and Friday
- Photocopying

Special Events

Symphonic Kitchen

This fundraising event features a gourmet four-course meal prepared by premier New Mexican chefs with the talents of our Youth Symphony students and several of our chamber ensembles for a magical evening of music, food and spirits with friends. Volunteer opportunities include:

- Event planning
- Securing corporate sponsorships for event
- Silent Auction Committee
- Registration
- Set up and/or tear down of spaces

Annual Raffle

AYSP hosts the annual *EXPERIENCE NEW MEXICO!* Raffle that awards prizes to the top-selling students. Raffle needs include:

- Prize Committee
- Store promotion sales

ARTISTIC STAFF

Sayra Siverson	Youth Symphony Conductor	sayra@aysmusic.org
Nick Upton	Youth Orchestra Conductor	nick@aysmusic.org
TBA	Youth Concert Orchestra Conductor	
Ali Brasher	Junior Symphony Co-Conductor	ali@aysmusic.org
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Bill Austell	Junior Orchestra Co-Conductor	weedle11@msn.com
Marie Robertson	Junior Orchestra Co-Conductor	marie@aysmusic.org
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Erica Photiades	Junior String Orchestra Conductor	erica@aysmusic.org
Gloria Velasco	Preparatory Strings Conductor & School Tour Coordinator	gloria@aysmusic.org
Bea Strong	Chamber Music Director	bea@aysmusic.org
Will Kramer	Percussion Coordinator	will@aysmusic.org

ADMINISTRATIVE STAFF

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Bea Strong	Assistant Director	bea@aysmusic.org	ext 127
Sayra Siverson	Artistic Director	sayra@aysmusic.org	
Tasha Caldwell	Accounts Manager	tasha@aysmusic.org	ext 102