



CYWS Member Handbook 2017-2018

www.cyws.org

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The Cleveland Institute of Music Preparatory Department

Madeline Lucas Tolliver - Interim Director of Preparatory and Continuing Education

Mary Ann Grof-Neiman, Preparatory Program Administrator

216-791-5000 – CIM

MISSION STATEMENT

The Cleveland Youth Wind Symphony (CYWS) was founded in 1989 by Dr. Gary M. Ciepluch and Robert McAllister with the purpose of providing a musical venue for the most outstanding high school (grades 8-12) woodwind, brass, and percussion musicians throughout Northeast Ohio. The organization is sponsored by Case Western Reserve University (CWRU) and The Cleveland Institute of Music (CIM). The ensembles rehearse each Saturday morning from mid-September through early May in Denison Hall at CWRU and in Kulas Hall at CIM. Since its inception, the CYWS has become a dynamic organization that services its sponsoring institutions, its student members, its collegiate staff and the Greater Cleveland music community.

The mission of the group is two-fold: to perform the most significant symphonic band and wind ensemble literature, and to provide the opportunity for outstanding young musicians to rehearse and perform together on a weekly basis. Selection in the CYWS is through auditions held each May for the following fall. Approximately 450 students audition for selection into the Cleveland Youth Wind Symphony each year. As a result of such high interest and participation, a second group, Cleveland Youth Wind Symphony II was established in the 1995-1996 season to meet the needs of students throughout the region. The Cleveland Youth Wind Symphony II was expanded to two ensembles of equal stature, the CYWS II Symphonic Winds and CYWS II Concert Winds, for the 2009-2010 season.

PHILOSOPHY

- CYWS Members must participate in their school's instrumental music program.
- CYWS Members must take private music lessons on their primary instrument.
- School music program commitments always take priority and precedence over CYWS events. Members will be excused from CYWS rehearsals and performances without penalty for school music program obligations.
- All CYWS members are expected to communicate in a timely and effective manner. Please submit all forms on a timely basis.

MEMBERSHIP

Open auditions for the CYWS are held each spring. Following these auditions, written notice of the result is sent to each applicant. When an offer of membership is made, prospective members and parents should carefully consider their availability and commitment before accepting the offer. Members are required to maintain full participation in their school instrumental music program and must be taking private lessons on their primary instrument.

Auditions

All members for the CYWS must audition for each concert season. Audition information will be posted in April for the following season.

Private Lessons

All CYWS musicians are **REQUIRED** to take private lessons on their primary instrument. If you are seeking a private teacher, qualified instructors can be contacted through the CIM Preparatory Department (216-791-5000) or the Cleveland Music School Settlement (216-421-5806). **A completed Private Lesson Teacher Form must be turned in on or before September 30, 2017.**

Loss of Membership

In the event that a member does not fulfill the requirements and expectations of CYWS membership, as outlined in this handbook, a meeting will be scheduled with the student, her/his parent(s), and the CYWS professional staff to discuss their future with the group. In such cases, members may be dismissed from the group without tuition reimbursement. Special circumstances will be considered by CYWS professional staff.

ATTENDANCE POLICY

Attendance has a direct effect on our success as an ensemble. Your absence affects everyone in the ensemble. **We cannot rehearse to an empty chair!**

Only if needed, CYWS members are permitted a maximum of **TWO absences per semester** (Sept-Dec; Jan-May). These include absences for the ACT/SAT test, college visitations, religious observance, family obligations, illness, etc. CYWS members are excused from rehearsal for school music obligations. Members must meet the terms of the attendance policy in order to participate in an upcoming performance.

If you are sick, please do not bring your illness to us. Please send an email to your CYWS Group Staff Manager and/or bring a note from your parent the following week explaining your absence. Please contact your CYWS Director if you have any questions or concerns regarding attendance requirements. *Under extraordinary circumstances, the Director may make an exception to the above policies on a case-by-case basis.*

If you are absent from rehearsal for any reason, you must submit an 'Absence Request Form' to your conductor, which can be downloaded from the website.

School Music Program Participation

All members of CYWS are **REQUIRED** to maintain full participation in their school instrumental music program. In the case of a conflict between CYWS and a school music event, members must fulfill their commitment to their school music program. Members should compare their CYWS and school music calendars on a regular basis and bring any conflicts to the attention of the Music Director as early as possible. When members have school music conflicts, they must complete the 'Absence Request Form'.

Weather

Official weather cancellations will be broadcast on WKYC Channel 3 News. Members can also call the CIM weather hotline at 216-795-3170 x 676 for further information. **Safety First** – Those who travel great distances or live in snow-prone areas are advised to use discretion and good judgment during inclement weather.

REHEARSALS

Locations

All rehearsals take place on the CWRU campus in University Circle. Most rehearsals take place in one of two locations: Denison Hall, Case Western Reserve University (1650 E 115th) or The Cleveland Institute of Music (11021 East Blvd).

Rehearsal Expectations

- All members are expected to be in their chairs for individual warm-up with their music and instrument at least **ten minutes** before each rehearsal. Rehearsals begin promptly at the appointed time.
- Percussionists are required to arrive at least 20 minutes early and stay late to move equipment. See the percussion information packet for details.
- When the tuning notes are given, members should tune as quickly, quietly, and accurately as possible. "Doodling" or practicing during tuning is not appropriate. The CYWS tunes to A=440.
- Members are expected to attend rehearsals in their entirety. In the event of a school music obligation or RARE personal conflict, members are asked to leave rehearsal as quickly and quietly as possible.
- Attendance at final rehearsals is mandatory.
- Cell phones are prohibited at all times during rehearsal.

Music Folders

Each member will be given a folder in which to keep and maintain their music and a master rehearsal schedule. Members will be charged for lost or mutilated music. It is each member's responsibility to see the librarian BEFORE OR AFTER REHEARSAL to obtain replacement parts if needed. Also, each member must keep their folder and master schedule up-to-date and bring them to every rehearsal and concert.

Parking

The following parking options are available for you to consider on Saturday mornings:

- CIM parking lot located on Hazel Drive next to the main building (Free).
- CWRU Lot 46 Garage, located at 1680 East 118th Street (near Starbucks). Tell the attendant you are with CIM (Free).
- Botanical Gardens Garage located off of Wade Oval Drive.
- Severance Garage (next to Severance Hall) located on East Blvd. The first ½ hour is free and then each additional hour is \$2.00.
- Free metered street parking is available on Saturdays along Hazel Drive, Magnolia Drive and East Blvd.
- NOTE: Driveway parking in front of CIM on East Blvd. is for authorized vehicles only. Handicapped spots are reserved for those vehicles with handicapped tags or license plates. ALL OTHERS WILL BE TOWED.
- Thank you for your patience with regards to parking.

CONCERTS

The CYWS presents its regular concerts in Severance Hall (Home of the Cleveland Orchestra—11001 Euclid Ave) and various concert halls throughout Northeast Ohio. The dates and times of these concerts are included in your master schedule. For concerts at Severance Hall, tickets are available through the Severance Hall box office (216-231-1111) and online at www.clevelandorchestra.com. In addition, run-out performances are scheduled throughout the season at various locations in Greater Cleveland. These concerts are also included on the master schedule. Ticket information for run-outs will be given at rehearsals. Members must provide their own transportation to all events unless otherwise advised. Occasionally, concert engagements will be scheduled after the distribution of the master schedule. Any such additions will be announced as far in advance as possible.

Concert Etiquette

- Members are expected to be ready to play at least **ten minutes** before the scheduled concert time. CYWS staff will direct members to the performance stage at the appropriate time.
- During applause, the conductor bows on behalf of the ensemble. The concertmaster (principal clarinet) leads the group in standing at the direction of the conductor. Members face the audience when standing.
- Members are expected to stay at all concerts for their entirety. At concerts where other groups are performing, members should listen from the audience as seating allows.

FORMAL CONCERT ATTIRE

Women

Conservative* floor length black dress
OR black blouse with floor length black skirt/black dress slacks;
black socks/hose; black dress shoes.

* **Shoulders must be covered and the dress should not have sequins.**

Men

Black tuxedo; long-sleeved white shirt; black bow tie; black socks; black dress shoes.

Tour Years Only: Tour performers are required to purchase a grey CYWS polo shirt.

Required Equipment

Members are required to supply an instrument and its accessories for use with the ensemble. Specific requirements are as follows:

Horn: Straight mute

Trumpet: Straight and cup mutes

Trombone: Straight mute

Percussion: See Percussion Coach

**Note that members may be required to supply additional accessories as required by the repertoire.