



2024-2025 Handbook

Mission:

The CWYSO program provides a high quality symphonic performing experience for committed middle-level and high school students who, with other like-minded musicians, wish to perform great symphonic literature, raise their level of playing and nurture their love of music.

Welcome!

Thank you for choosing to be a part of the CWYSO family! As we excitedly look forward to making music together in-person this fall, please note that the welfare, education, and enjoyment of all members is our highest priority.

>>> **Please regularly check your emails from us and be sure to add us to your contact list:**

Christian Stromley, Program Manager, cstromley@cwso.org

Mr. Stephan Wucherer, Music Director/Symphony Orchestra Conductor, swucherer@cwso.org

Mr. Derek Carden, Philharmonia Conductor, dcarden@cwso.org

Alaina Kawleski, UWSP Student Program Assistant, akawl766@uwsp.edu

Dear Parents and Students:

Please read and sign the Parent/Student Signature form at the end of the Handbook (via DocuSign preferred) and review the season schedule on our website (cwso.org/youth-symphony).

ELIGIBILITY

All band and orchestra students in Wisconsin are eligible to participate in CWYSO. Symphony Orchestra (advanced ensemble) members are required to audition.

Non-Discrimination Statement

The Central Wisconsin Youth Symphony Orchestra Program is committed to providing a welcoming and inclusive environment for all individuals regardless of cultural background, religion, gender identity or expression, sexual orientation, disability, or any other characteristic protected by law. Discrimination of any kind will not be tolerated.

SPECIAL NOTE: Students must be a member in good standing in their home school band or orchestra to be eligible to participate in CWYSO. Students without a band or string orchestra program in their school or those who are homeschooled must receive a signature from their parent(s) certifying there is not a school music program for their instrument. If you have an extenuating circumstance, please contact the Program Coordinator at cwysop@cwso.org for further information. (See registration materials)

ATTENDANCE

Attendance at all rehearsals and concerts is mandatory. Any conflicts must be submitted in writing upon registration via email to the Program Assistant, Alaina Kawleski: akawl766@uwsp.edu. Attendance notification emailed to anyone other than the Program Assistant will not be accepted. Absence notifications via phone, text, or Facebook are not acceptable.

Students who must miss more than one rehearsal per semester must receive permission from the conductor to perform in the concert. Partial attendance at any rehearsal will be considered an unexcused absence. Absences due to illness or family emergencies will be considered on a case-by-case basis.

Students are to arrive 15 minutes early to EVERY rehearsal and 30 minutes early to concerts. Students arriving late will be considered tardy. If a student has more than one tardy per semester, it will be considered the same as one unexcused absence. Students are expected to be ready by 3:00 p.m. with the following:

- Students have checked in using the sign-in sheet, have unpacked their instrument and prepared:
 - Strings: Bow rosined, shoulder rest-rock stop set, etc., tuned to the extent they need to before the ensemble tunes, personally warm up as much as they need.
 - Woodwinds and Brass: Should have their instruments and accessories ready and be warmed up.
 - Percussionists: Must arrive at least 30 min. prior to rehearsal to set up and warm up with all the materials requested by their coach.

Please note: Parents are welcome to observe regular rehearsals if they are seated in the back of the rehearsal room and are not disruptive to the rehearsal.

SPECIAL NOTE REGARDING DRESS REHEARSALS: the dress rehearsal is the most important rehearsal. Attendance is mandatory. If a student is not excused by the conductor to miss the dress rehearsal, that student will not be allowed to perform in the concert. No refund of tuition will be given in this instance. Illness and family emergencies will be considered on a case-by-case basis; however, the conductor's decision will be final. By registering for the program, families agree that their child will attend the dress rehearsal and the concert.

All schedules are posted on the CWYSO website: CWSO.ORG/youth-symphony-program

REHEARSAL SITE INFORMATION

All **regular rehearsals** are held at the University of Wisconsin – Stevens Point in the Noel Fine Arts Center. (Dress Rehearsals will be held at the Stevens Point Area Senior High School.)

Symphony Orchestra	NFAC 240	3 – 5:15 p.m. (arrive 15 minutes early)
Philharmonia	NFAC 250	3 – 4:45 p.m. (arrive 15 minutes early)

UWSP Parking and Entrance: The UWSP NFAC is located at 1800 Portage St, Stevens Point.

You may park in lot R or E during our rehearsal times. There are no parking fees at the University on weekends. If you park in lot R, enter the NFAC through door 1 and go up the stairs. Immediately turn right and go down the hall. At the end of the hall are the two rehearsal rooms.

SPASH Parking and Entrance: SPASH is at 1202 North Point Drive, Stevens Point.

You may park in any of the parking lots and enter through the North door (No. 1), the Southwest door (No. 30), or the Southside door (No. 13). The auditorium is on the main floor, main hallway, and center of the building. Staff usually park in the South lot, No. 13 door.

SEATING PLACEMENT

Symphony Orchestra: Membership, seating, and ensemble placement is determined by audition. Students will perform an audition for the Music Director and/or the audition committee. The Music Director/conductors reserve the right to place and rotate players in the ensembles at any time for any reason for the benefit of the overall sound of the ensemble. After the season has begun, new students will audition and be placed in the ensemble at the sole and unfettered discretion of the conductor.

Philharmonia: Members other than the Concertmaster need not audition.

FEES/MEMBERSHIP

Membership is for the entire season/school year (September 2024 through April 2025). Registration Fees will be paid via invoice beginning July 1 and is due IN FULL at the time of invoice. Payment may be made online with a credit card or by check made payable to "CWSO." Please consult with Program Manager Christian Stromley: cstromley@cwso.org if special arrangements are needed. Students will be placed in an ensemble if paid in full by the due date. A limited number of needs-based scholarships are available. Please refer to the CWYSO Registration Form for more information.

Philharmonia - \$215

Symphony Orchestra - \$310

RULES FOR REHEARSAL

1. Food and gum are not allowed inside the rehearsal rooms or concert hall.
2. Water bottles are allowed but must be disposed of properly at the end of rehearsal.
3. Students must remain in the northeast quadrant of the NFAC and are not allowed to go beyond Michelsen Hall to the commons or to other parts of the building during rehearsal times unless accompanied by an adult. At SPASH, the expectations are the same that students are only allowed in spaces approved for CWYSO use.
4. Within the rehearsal space, hallways, classrooms, etc., no materials should be used by students that have not been specifically approved for CWYSO use. This includes (but is not limited to) instruments, instrument accessories, dry erase markers, dry erase board erasers, teacher supplies left in a classroom (such as during sectionals), posters or other items on the walls of the hallways or on lockers.
5. Celli and Basses must bring something to protect the floor from their endpin.
6. Temperature and lighting are preset in NFAC; please do not attempt to adjust them.
7. **Electronic devices are not allowed in rehearsals or concerts. Please leave them turned off and put away during rehearsals.**
8. You must have a No. 2 pencil to mark music during rehearsals.
9. Please clean up after yourself and help keep the Noel Fine Arts Center clean.
10. Conductors have the right to dismiss any student at any time for any reason for unacceptable behaviors or for not meeting the performance standards established for CWYSO ensembles.
11. Students must arrive 15 minutes early for every rehearsal.

PERFORMANCE/CONCERT RULES

1. Dress rehearsals are closed to the public. (This means no parents, family members, teachers or friends may observe the dress rehearsal.)
2. Parents and other non-orchestra members are not allowed in the Green Room/warm up room.
3. Students must check in with the Program Assistant 30 minutes before the concert.
4. **Do not leave anything valuable in your bag or case during the performance. NEITHER CWYSO nor the performance venues are liable for missing or damaged personal items including instruments, electronics, or equipment for any reason.**
5. All instrument cases must be left in assigned rooms.
6. Students are personally responsible for the music and folder loaned to them for use in CWYSO. The cost to replace a folder full of original parts can run \$20 - \$100 or more. All the music we use is rented, borrowed, or personally owned music and in some cases is out of print, in other words, irreplaceable. Students must return the music in the same condition as they received it. They agree to pay for replacement parts for missing or damaged music. (Exception – digital music parts)

Please note: Electronic devices are strictly prohibited during rehearsals, sectionals, and concerts. Parents are welcome to record concerts for their own personal, in-home use but are not allowed to share, disseminate any video or recording footage on any social media or online format without written permission from CWYSO, ASCAP and BMI (They in turn, must pay royalties to composers and/or their estates and will impose fines based on non-compliance).

REQUIRED CONCERT ATTIRE: NO EXCEPTIONS.

Symphony Orchestra:

Option 1

All black, dressed as conservatively as possible (No exposed shoulders, plunging necklines or spaghetti strap tops), ankle length slacks/skirt (black hose/leggings required with skirts/dresses), and solid black dress shoes.

Option 2

Black bow tie (CWYSO will provide if need be), solid white shirt, black pants, black tux or suit coat, solid black shoes/socks.

Philharmonia:

Option 1

All black, dressed as conservatively as possible (No exposed shoulders, plunging necklines or spaghetti strap tops), ankle length slacks/skirt (black hose/leggings required with skirts/dresses), and solid black dress shoes.

Option 2

Black Shirt (long sleeve button up dress shirt), Black dress pants, black shoes/socks, no suit coat, no tie.

CODE OF CONDUCT

Acceptance into our program is a privilege shared by all members. Members are expected to arrive at rehearsal on time with all music and materials (please do not rely on your stand partner – they may be unexpectedly absent). It is our expectation that students will respect their conductors, managers, section leaders, and fellow orchestra members, as well as the property of all rehearsal and performance facilities.

The Central Wisconsin Symphony Orchestra administration and Conductors reserve the right to forfeit membership to those who choose not to honor their obligations as outlined in this handbook.

Our bullying policy is simple – ZERO Tolerance. If you are experiencing any issues at CWYSO rehearsals or performances, please let a trusted staff member know immediately. The following will not be tolerated:

- Repeated targeting of a particular student for teasing, taunting, insulting.
- Created feelings of (among other possibilities) intimidation, humiliation, embarrassment.

Any bullying needs to be reported to one of the staff members connected with the CWYSO. A meeting will be scheduled with the offending student and parent to discuss what has been happening. At the very least the offending student will be put “on probation” with follow-ups to ensure the behavior has stopped. If CWYSO staff feel the behavior is at a level that threatens the ability of a student to attend rehearsals and feel like a valued member of the group, the offending student may be removed for the semester. We want students to interact with each other positively and respectfully and establish trusting relationships; this is how teams accomplish tasks together.

INCLEMENT WEATHER/COVID-19/ILLNESS

Please use your best judgment and allow enough time to arrive 15 minutes early for rehearsals. Rehearsals will be cancelled if UWSP cancels campus activity on the day of the rehearsals/concerts. Cancellation of classes is extremely rare. You will be notified by email if the rehearsal schedule changes. Notification will also be made via Facebook.

The CWYSO follows all CDC Guidelines as they relate to COVID-19 or other illnesses. If your student is ill or symptomatic, please refrain from attending rehearsal and relay information of illness to Program Assistant Lyssa Edwards: ledwards@cwso.org prior to rehearsal.

CANCELLATION & REFUND POLICY

If for any reason a student is unable to continue in the program, the refund policy is as follows:

1. Withdrawal on or before January 12, 2025: Refund of total fees paid minus a \$25 processing fee.
2. Withdrawal January 13 through February 2, 2025: \$50 refunded.
3. No refunds for withdrawals after February 3, 2025

REQUIRED - PARENT/STUDENT SIGNATURE FORM

CENTRAL WISCONSIN YOUTH SYMPHONY ORCHESTRA PROGRAM

2024-2025 HANDBOOK

Please sign this form in all outlined areas.

I have read the Handbook and agree to the provisions listed above.	
Date	
Parent Name	
Parent Signature	
Student Name(s) <i>Please include names of all children from your household that have registered for CWYSO.</i>	
Parent Email	
Please add me to the list of parents that could occasionally help with small CWYSO tasks.	
Photo/Video Permission For archival, promotional, teaching or advocacy purposes, photographing and videotaping are occasionally done in our programs. May the CWSO and CWYSO use your child's photograph for promotional or advocacy purposes?	<i>By checking this box you are allowing your child to be part of the CWYSO group photos, videos, etc. during the 24-25 term.</i>

CWYSO Release of Liability

I and my heirs, in consideration for my child to be allowed to participate voluntarily in the Central Wisconsin Youth Symphony Orchestra, a program of the Central Wisconsin Symphony Orchestra, do hereby release the Central Wisconsin Symphony Orchestra and its employees, officers and agents from any liability for damage to or loss of personal property, sickness and injury from whatever source, legal entanglement and death, which might occur while participating in this program. I also understand and acknowledge that my child is responsible for their own well-being while participating, and I understand the possible dangers and risks involved in this program.

Parent/Legal Guardian Signature	
Date	

UW Systems, Policy 625

In compliance with the 2023 UW Systems Policy 625, CWYSO has updated its guidelines for staff and volunteers working with youth. It is the policy of the UW System Board of Regents that each UW System institution shall seek to provide a safe environment for minor visitors to campus and campus lands through the establishment of proper safeguards and controls for all precollege and youth activities.