



MAPLE VALLEY YOUTH SYMPHONY ORCHESTRA

FAMILY INFORMATION GUIDE 2016-2017

*A unique place where a student can excel musically, connect socially,
and grow personally.*

MVYSO MISSION STATEMENT Developed by MVYSO students

We enlighten the minds of young musicians, embrace creativity, achieve excellence and nurture talents while giving back to our community. Throughout this experience we foster a strong sense of responsibility and commitment in a fun and nurturing environment.

MVYSO PROGRAM

Debut Orchestra is an orchestra for strings, woodwinds, brass and percussion. This is a performing ensemble for students who have had at least 1 year* of playing experience and want to continue their instrument-playing skills, as well as developing knowledge of note values, rhythm and the coordinated teamwork of group performance. Minimum requirement – one year of string playing, ability to read two octaves of music and basic rhythms.

Philharmonia Orchestra is an orchestra for strings, woodwinds, brass and percussion. This is a performing ensemble for intermediate student musicians who have 2-3 years* of playing experience. Musicians refine their performance skills and begin music theory & history lessons. Minimum requirements – Ability to read at least two octaves of music, ability to play basic rhythms and ability to play in 3 sharp, C, and 3 flat key signatures.

Junior Symphony Orchestra is an orchestra designed for the advancing musician. The music and curriculum are designed to help students gain the skills and confidence necessary to tackle advanced music. Generally students in this group will have 3-4 years of playing experience. Minimum requirements – Ability to read and play at three or more octaves of music, ability to read and perform advancing rhythms, ability to play in 4 sharp, C, and 4 flat key signatures.

Symphony Orchestra is an orchestra for advanced student musicians through 1st year of college of age. Members participate at the highest level of commitment to home preparation and accountability to the ensemble for their individual part. Music includes master work of composers such as Mozart, Haydn, Beethoven and Tchaikovsky. Minimum requirements – Ability to read and play in 3 or more octaves of music, ability to sight read and play music in all key signatures with advancing rhythms, excellent work ethic and practice time management.

Down Beat Percussion is beginning percussion ensemble. Students will learn percussion technique on orchestral percussion instruments including, but not limited to concert snare, concert bass drum, timpani, auxiliary percussion and drum set. Students will perform with Debut Orchestra and Philharmonia Orchestra as they are able and comfortable. As they progress, they may advance to Jr. Symphony and Symphony Orchestras. No experience is required. This group is also open to students wishing to make an instrument switch to orchestral percussion.

**"Years of playing experience" is a general guideline. Placement in our orchestra groups is based on audition.*

Ambassador Ensembles are small instrumental groups that meet one hour before regular rehearsals to prepare music for additional performances in the community. This is a program for highly motivated and self-managing Symphony Orchestra players. This group is by invitation only based on your audition for Symphony Orchestra.

- **Elite Wind Quintette** is designed for the advanced woodwind or brass player who is interested in being an ambassador for the MVYSO at community performances. There are extra rehearsals weekly. Students who participate in Elite Winds must have excellent practice time management and will develop a repertoire of "gig" music that will help the group be able to perform at a community performance with short notice.

Additionally, members of Elite Winds will prepare advanced music for performance in MVYSO concerts. Placement in Elite Winds is based on audition and instrumentation needs of the group.

- **Elite Strings Ensemble** is designed for the advanced string player who is interested in being an ambassador for the MVYSO at community performances. There are extra rehearsals weekly. Students who participate in Elite Strings must have excellent practice time management and will develop a repertoire of “gig” music that will help the group be able to perform at a community performance with short notice. Additionally, members of Elite Strings will prepare advanced music for performance in MVYSO concerts. Placement in Elite is based on audition and instrumentation needs of the group
- **Elite Brass Ensemble** is designed for the advanced brass player who is interested in being an ambassador for the MVYSO at community performances. There are extra rehearsals weekly. Students who participate in Elite Brass must have excellent practice time management and will develop a repertoire of “gig” music that will help the group be able to perform at a community performance with short notice. Additionally, members of Elite Brass will prepare advanced music for performance in MVYSO concerts. Placement in Elite Brass is based on audition and instrumentation needs of the group
- Our Flute Choir and Reeds Ensemble meet during sectional time at Symphony Rehearsals driven by the following conditions: Symphony Orchestra Music is well prepared by the students and performance need of the group. These ensemble groups may have extra rehearsal time depending on instrumentation needs of the Symphony (for instance, if a piece does not have a flute part, the Flute Choir may put together extra flute choir music instead of just sitting out during a rehearsal). There is no extra fee for participation in this group.

Summer Tour Ensemble is for Symphony players and is by audition and invitation for Jr. Symphony Players. Performances include: the opening ceremony for the Maple Valley Farmers’ Market, a bus tour, and the Maple Valley July 4th Fireworks at Lake Wilderness. These are not the only performances, but these are the primary events of Summer Tour Ensemble. Students must be able to meet the attendance and performance requirements of the Summer Stock program. Summer Tour Ensemble cost is based on actual costs and will be determined later in the season. Some years, the bus tour may be replaced with a more extensive performance tour (i.e Disneyland, Universal Orlando, Orchestra Festival, etc)

Jam Club Special Needs Program – is a Music Therapy based music education program designed especially for Special Needs students to develop both social and musical skills. Our Jam Club is led by a Music Therapist. Some of the goals of the group include integrating some newly learned music skills into our concerts and performing special pieces with our Symphony Orchestra.

Music Together- Big Kids Class® - is an exploratory music and movement class designed for students in grades Kindergarten – 2nd grade. It is taught by MVYSO’s own trained and registered Music Together Instructor. Students who participate in this class gain the music skills necessary to easily transition to instrumental music, vocal music or dance. Classes are taught in 10 week sessions.

OUR PHILOSOPHY FOR MUSIC EDUCATION

The MVYSO is a youth music program that is deeply rooted in community. In addition to advancing musically, we recognize the need to help students grow as individuals and connect socially to their peers and the community around them.

Intellectual – Music requires students to employ different areas of their brains simultaneously. The math, language, creativity areas of the brain are all used at once. Years of research shows that participation in instrumental music programs helps students in their academic performance regardless of their socioeconomic background.

Artistic – Music is a creative way to express one’s self. In a group setting like MVYSO, students work collaboratively to tell a story through music using creative sounds, dynamics, and rhythms.

Physical – Playing a musical instrument, at the very least requires students to develop their fine motor skills. Woodwind and Brass instrument players develop control of their breathing as well. Percussionists fine tune their ability to multi-task and develop a great deal of coordination.

Social – The MVYSO is committed to helping students connect with each other socially and with their community as well. The MVYSO strives to create a comfortable atmosphere where students have a chance to visit socially at each rehearsal, get together for social activities, and interface with their community through community performances and service.

Emotional – Students who are involved in music have a creative outlet through playing their instrument for healthy way of expressing themselves and reducing stress.

All of these skills that are developed through a cooperative music experience such as participation in MVYSO help a student achieve balance in their lives and develop real world skills that can be carried with them throughout their lives. Ongoing research shows that students who are involved in music as youth become creative, productive members of their communities as adults.

“Music can change the world because it can change people.” - Bono



PARENT INVOLVEMENT

Parent support is key to the success of a developing musician and to making the MVYSO a success. The MVYSO requires that a parent or guardian for each student sign and turn in a Parent Commitment to Excellence as well as volunteer for at least one event per trimester or a one-year volunteer position. Volunteer job descriptions are listed in your membership packet in a document entitled “Volunteer Opportunities with the MVYSO”. Please see our volunteer binder in the lobby to sign up to volunteer and log your hours. If you need any documentation of your volunteer hours, please let us know.

Parent Volunteer Requirement – The MVYSO is a non-profit organization which relies heavily on our volunteers to get jobs done. Parents are required to volunteer for least one volunteer job per semester per family (i.e. if you have two students in MVYSO – only one job is required). Volunteer jobs are varied with the needs of our organization. Volunteer jobs range from hauling equipment to our performances, to helping set up our performance canopy, to handing out programs at a concert, to committee jobs. Please see the document entitled “Volunteer Opportunities with the MVYSO” in your parent packet. Should you decide to join an ongoing committee, this will be your volunteer job for the season. We encourage you to utilize your strengths and talents in helping the MVYSO. If you don’t find a job listed that you’d like to do, please contact our Executive Director or a Board Member. If you are really too busy to volunteer, you may make a \$150 volunteer buy out donation.

Company Support For Your Volunteer Work With MVYSO – Some companies, such as Boeing will donate to the MVYSO for a certain number of volunteer hours worked. For instance, if a Boeing Employee volunteers 25 hours, Boeing will donate \$250 to the MVYSO. Check with your employer. You could doubly benefit the MVYSO.

Families and MVYSO Rehearsals – Parents and siblings are welcome to quietly observe rehearsals or wait in the church lobby for their student musician. Should your observing become a distraction to our rehearsal, we’ll ask you to wait for your student in the lobby. We ask that younger siblings be supervised by their parents at all times. It is not up to the MVYSO staff to care for, supervise, or clean up after younger siblings. Family members must respect our rehearsal venue just as we ask our students to do.

COMMUNICATION

EMAIL

To save time and paper most of our communication is via email. Please add the MVYSO to your email address book and set your email so that MVYSO email is not blocked. Often there is detailed information in an email, especially when there is a MVYSO event coming up. **Please be sure to read your email thoroughly. THE ENTIRE EMAIL.** If your email address changes please notify the MVYSO at elisa@mvysso.org. We also send more “generic” emails that include e-newsletters and e-flyers for concerts and events. Please sign up for these by filling out the form for this on our contact page on our website at www.mvysso.org. This is a very inexpensive way for us to advertise our events. These opt-in emails are forward-able, tweet-able, and can be put on Facebook. It’s an easy way for you to share what is going on and invite your friends and family to MVYSO events as well.

SOCIAL MEDIA

Groups:

Maple Valley Youth Symphony Orchestra
Jam Club

Page:

Maple Valley Youth Symphony Orchestra

Like us! Follow Us! Share Us!

DEADLINES

The MVYSO is a new organization with a minimal staff and relies heavily on parents and students to respond to deadlines, communicate in a timely manner and be aware of calendar events. You will be notified by email if there is a calendar change. The Member Calendar is available on our Members Page on our Website. It is more detailed than our events page which is intended for our general public.

CONTACT INFORMATION

Elisa Lewis, Executive Director

MVYSO phone: (425) 433.6009

Email: elisa@mvysso.org

David Baldock, Conductor & Programs Director

Email: dbaldock@mvysso.org

David Harris, Conductor & Artistic Director

Email: dharris@mvysso.org

Board of Directors

President – Andrea Ulrigg

Email: andrea@ulrigg.com

Vice-President – Chris Lane

Email: cltimes2@comcast.net

Secretary – Hannah Crites
Email: nursenut26@gmail.com

Treasurer – Kathy Cummins
Email: KathyC@definitive.com

Member at Large – Charlie Davis
Email: charlesdavis00@msn.com

MVYSO Mailing Address

PO Box 1261
Maple Valley, WA 98038

MVYSO Office Address

23220 Maple Valley Highway SE Suite 201
Maple Valley, WA 98038
*It's over Gloria's restaurant in Maple Valley

REHEARSALS & CLASSES

Mondays at Taylor Creek Church

Time	Group	Room	Leader
5:00 – 6:00	Debut Orchestra	Sanctuary	Cherlyn Johnson
5:30 – 7:00	Philharmonia	Youth Room	Janice Halstead
6:00 – 7:00	Down Beat Percussion	Sanctuary	Craig Winter
5:45 – 6:45	Elite Winds	“Violin Room”	Naomi Fanshier
5:45 – 6:45	Elite Strings	Cry Room	Cherlyn Johnson
5:45 – 6:45	Elite Brass	Little House	Matt Clegg
7:00 – 9:00	Symphony	Sanctuary	Mr. Baldock
7:00 – 9:00	Jr. Symphony	Youth Room	Mr. Harris

**Rooms subject to change based on size of group and percussion needs. Sectional schedules to be worked out individually for each group.*

Tuesdays at Taylor Creek Church

Time	Group	Room	Leader
4:30 – 5:30	Jam Club	Sanctuary	Elizabeth Joyner
5:30 – 6:30	Music Together	Sanctuary	Elizabeth Joyner

REHEARSAL LOCATION

Taylor Creek Church 2110 244th Ave SE, Maple Valley, WA 98038.

Other Contact information for Taylor Creek Church:

Web: www.taylorcreekchurch.org

Phone: (425) 432-0634

INCLEMENT WEATHER – In the case of an inclement weather situation or power failure, rehearsal may be cancelled. We will notify you by email when possible. We will also have a message to this effect on the MVYSO phone line (425) 433-6009. When in doubt, don't drive! The driveway to TCC is steep and can be very icy! We generally will go check it out and send an email that says either “Rehearsal Cancelled” or “Yes! We have Rehearsal.” Please try to check your email before you go out the door. We will also try to send a robo-call to your phone.

STUDENT EXPECTATIONS

Students are part of the MVYSO team! They are expected to participate as team members by:

- Coming to rehearsals with their music prepared and ready work on in a group setting. This means making sure they understand where key changes are, know all of the fingerings, work out tricky fingering passages, etc.
- Being prepared to ask a coach or conductor questions when you need help with a passage, don't understand something, etc.
- Attend all rehearsals unless it is completely unavoidable (i.e. family emergency, illness, etc.)
- Arrive at all rehearsals and performances on time (See Promptness section below)
- Managing your time outside of rehearsal to include at home practice time and managing your homework and school projects so that your MVYSO rehearsal time is not missed because you are behind.
- Participating in all scheduled performances unless excused by the conductor.
- Making sure your music is marked
- Bringing proper "tools" to rehearsal (instrument, stand, music, pencil, etc.)

CODE of CONDUCT

Students are ambassadors of the orchestra. Individual and group behaviors reflect the character of everyone in the orchestra. Students are expected to have good manners, display common courtesy and show consideration for others whether or not you agree with their beliefs, opinions or lifestyle. Students are expected to respect their surroundings leaving them in as good or better condition than they found them.

PROMPTNESS

Being prompt is an important part of being on the team. If you know you'll have to be late, please contact elisa@mvysso.org and your conductor. Please keep this "Musician's Mantra" in mind:

- **Early** is on time
- **On time** is late
- **Late** is unacceptable

ABSENCE

If you are going to be absent from a rehearsal, please be sure to email elisa@mvysso.org AND your conductor.

MEMBERSHIP COMMITMENT

MVYSO is a 9 month commitment. Jr. Symphony & Symphony Students may participate in our Summer Tour Ensemble as well.

CONCERT AND PERFORMANCE ATTENDANCE EXPECTATION

Concerts are an important part of your participation in MVYSO. Not only is it important for you as a musician, it is important to your audience, to your community and to your fellow musicians (team members). When you miss a performance, it forces your team members to play without a valuable player. If you have to miss a performance, please be sure to let your conductor know WELL in advance so that your part may be covered. There are only a few acceptable reasons to miss a performance:

- Illness or family emergency
- Religious reasons
- Unavoidable scheduling conflicts (i.e. – Great Grandma turns 100 in Wisconsin and the party is on the same night as a concert.)

CARE FOR THE PREMISES:

MVYSO is a guest of Taylor Creek Church (TCC). They do not have to allow us use of their beautiful facility and we understand the importance of caring for the facility and the relationship that we have with the TCC community. MVYSO has permission to access specific areas of the church and not others. We leave objects as we found them. We clean up after ourselves. We do not waste church resources like electricity, water, paper products or pencils. We appreciate any help from students or parents at the end of rehearsal with trash, putting fresh toilet paper in the restrooms, and general clean up.

FOOD & BEVERAGES

Food and beverages are not allowed in the church sanctuary. Only water in closed containers can be brought into rehearsals. Snacks can be eaten in the lobby. EVERYONE is expected to clean up after themselves

ELECTRONIC DEVICES

Electronic devices are cell phones, ipods, mp3 players, cameras and game players. **These may be used in the church lobby or outside, only before and after rehearsal.** If they are seen in a rehearsal room or during any rehearsal time they will be confiscated for the duration of rehearsal. During rehearsals AND breaks, electronic devices should be silenced and kept inside instrument cases or bags. Electronic tuners are OK to have in rehearsal. If the tuner is on an iphone or ipod, it is the expectation that the device not be used any time other than tuning in rehearsal.

OFF-SITE CODE of CONDUCT

MVYSO groups regularly perform at locations outside of Taylor Creek Church. We perform in places like the Lake Wilderness Lodge, Red Lion in Bellevue, and the Showare Center. We are asked to perform music for the community in these different venues and our collective behavior reflects not only on ourselves, but the organization that invited us to perform.

Some off-site situations maybe be very different from what you are used to at school, other MVYSO performances, etc. Please follow the instructions of your Conductor, MVYSO adult Leadership, Student Service Team and Facilities Staff.

SEATING WITHIN INSTRUMENT SECTION & GROUP PLACEMENT

Group placement will be determined by MVYSO staff based on audition. Decisions are made based on student ability and needs of the group. Students who are wishing to change groups after placement may arrange with their conductor to re-audition. There are some groups that do not require an audition. They are:

- Music Together
- Jam Club (Special Needs)
- Down Beat Percussion
- Debut Orchestra

How are the chair placements determined?

Chair placements are determined based on audition and determined collaboratively by MVYSO coaches and conductors.

*All chair and group placements are determined for the greater good of the group.

SECTION LEADERS (AKA Principals)

Section leaders are the first two chairs within an instrument section. These are leadership positions. They have a higher degree of responsibility for the others in their section and accountability for excellent playing and behavior in the orchestra.

Qualities of a Section Leader

- Exceptional attentiveness and focus during rehearsals
- Excellent playing posture and position
- Always has instrument, music and pencil
- Consistent habit of writing notes and reminders in the music to improve music
- Obvious home preparation with improvement at every rehearsal (or mistakes in accuracy are less than in the rehearsal before)
- Consistent promptness at rehearsals
- Consistent attendance at rehearsals and concerts
- Shows courtesy and humility to others when making observations or giving advice
- Encourages others and helps others to improve their playing
- Enthusiasm and spirit show in playing, not just pressing buttons and moving fingers

In all of these ways a section leader shows that s/he wants to pursue a high quality performance and seeks the best interests for everyone involved.

Responsibilities of Principals

- Maintains excellent musical and behavioral standards as a role model for section

- Helpfully communicates the musical and behavioral standards to section players
- Assists section players when asked by the music director or coach
- Leads section in transitions from rehearsal to sectional
- Leads sectional practice if adult coach when not present
- Assists new students in becoming assimilated into the section by making sure they have a binder and all of the necessary music.

CONCERT ATTIRE

DEBUT & PHILHARMONIA ORCHESTRAS

Playing in an orchestra is a lot like playing for a sports team. The focus is on the group and the music that we share with you. We are a team and we have team colors, black and white. We dress in the same color of clothes so that what you see does not distract you from what you hear.

Girls Concert Clothes

- White long sleeved blouse or shirt. It does not need to be fancy, just clean and unwrinkled.
- Full-length Black Skirt or Black Pants (not jeans, skinny jeans or exercise pants)
- Black Dress Shoes, Peepy Toe Shoes are OK. No Flip-Flops or Sandals.
- No Dangling Earrings.
- Only Black Hair Accessories.
- Make sure that there are no stripes, logos, writing or pictures on your clothes.
- No Bling.

Boys Concert Clothes

- White, long-sleeved shirt with a collar and buttons down the front (not polo shirt)
- Black Pants (not jeans, skinny jeans or exercise pants) Must fit at the waist-no baggy pants.
- Black Ties (if wearing a tie)
- Black Dress Shoes, Must be All Black. No Stripes. No Flip-Flops.
- Make sure that there are no stripes, logos, writing or pictures on your clothes.
- No Bling.

JR SYMPHONY & SYMPHONY ORCHESTRA

Playing in an orchestra is a lot like playing for a sports team. The focus is on the group and the music that we share with you. We are a team and we have team colors, black and white. We dress in the same color of clothes so that what you see does not distract you from what you hear. The concert dress for the Symphony Orchestra is similar to that of a professional orchestra.

Girls Concert Clothes

- Black short or long sleeved blouse or shirt. It does not need to be fancy, just clean and unwrinkled.
- Full length Black Skirt or Black Pants (not jeans, skinny jeans or exercise pants)
- Black Dress Shoes, Peepy Toe Shoes are OK. No Flip-Flops or Sandals.
- No Dangling Earrings.
- Only Black Hair Accessories.
- Make sure that there are no stripes, logos or pictures on your clothes.
- No Bling.

Boys Concert Clothes

- Black tuxedo or matching black suit-coat and slacks (no pinstripes, tweed, etc. Must be solid black)
- White or Black dress shirt
- Black Ties
- Black dress shoes, Must be **All Black**. No Stripes. No Flip-Flops.
- No Bling.

TOUR ENSEMBLE ATTIRE

- To be determined

CONCERT ATTIRE WEBSITES

Families do not have to purchase concert attire from these websites. These are companies that offer the required clothing at reasonable prices. Full length black skirts are available at every website.

Formal Fashions Inc	www.formalfashionsinc.com
Simco Formalwear	www.simcoformal.com
Tuxedo Wholesaler	www.tuxedowholesaler.com
Cousin's Concert Attire	www.concertattire.com
Southeastern Apparel	www.sepapparel.com

***A concert dress rehearsal for Jr. Symphony and Symphony Orchestras will be held during regular rehearsal on **Monday, October 5**. Please be sure to obtain and wear your concert dress attire that night. We will also take a group photo that night. Any student who needs an adjustment in their concert attire will have a notice sent home with them that evening.*

STUDENT SERVICE TEAM

The MVYSO is dedicated to helping students grow as leaders and productive members of their community. The MVYSO has developed a Student Service Program which is different from section leadership. Student Service Team Members are selected by our Student Service Team Executive Board and approved by our Executive Director and Program Director. Student Service Team Members have displayed excellent work ethic as well as excellent social leadership skills. Student Service Team Members are responsible for social leadership of the MVYSO and receive special training for this. Special training includes, but is not limited to, team building, making others feel included, music leadership, confidentiality, etc. The Student Service Team is student led, for the most part. Student Service Team Members can be found helping MVYSO staff with set up and clean up, helping MVYSO staff with things such as filing music, helping "direct traffic" at MVYSO rehearsals, planning social activities and more. Part of the Student Service Team responsibilities include looking out for the welfare and comfort of other MVYSO students. If you or your student is feeling socially disconnected at the MVYSO, please let one of the staff or Student Service Team Members know. We will do our best to help!

MUSIC BUDDIES

Music Buddies are a team of students specially trained to work with our Special Needs students in Jam Club. Music Buddies must be 14 years or older. Students wanting to become Music Buddies may fill out an application on our website.

BUDDY NIGHTS

Students in Jr. Symphony and Symphony Orchestras are invited once a month to sit in and play with students in Debut and Philharmonia as mentors. This benefits everyone! A link to a sign up will be sent via email to Jr. Symphony & Symphony Students to invite them to sign up.

TUITION

This covers program costs directly related to your student including teaching, materials, cost of venue, student entrance fees for performances (i.e. Seattle Thunderbirds Game) etc. Tuition goes up slightly as you progress in the MVYSO as the cost to run the program for each student increases. Tuition will be as follows:

- Down Beat Percussion \$475
- Jam Club \$475 per season
- Debut Orchestra \$495 per season
- Philharmonia Orchestra \$550 per season
- Jr. Symphony \$575 per season
- Symphony Orchestra \$595 per season
- Elite Ensembles – \$100 per season
- Tour Ensemble – To be determined – see website for tour details
- Music Together Classes - \$160 per 10 week session

**Please note tuition includes the cost of certain program performance activities such as the Thunderbirds Game. Tuition will not be reduced for students who opt out of MVYSO performances as these performances are part of your students' MVYSO experience.*

MVYSO POLICY FOR TUITION COLLECTION

The MVYSO is a non-profit organization. We rely on payment of tuition, individual donations, and grants to bring our program to you. In order to continuously provide you with an excellent program, it is imperative that we receive tuition payments in a timely manner.

Tuition may be paid online at www.mvyso.org or by check or credit card at rehearsal. To pay by credit card at rehearsal, please find Elisa Lewis. Please place payments in the tuition box at rehearsal. Please put any cash payments in an envelope with your name on it.

Tuition Payment Options:

- Pay all at once at the beginning of the season
- Set up automatic 9 payment plan online through Paypal on our Members Page
- Pay 2 or 4 payments (September/October, November, January, March) – See payment coupons in this document or visit our website to make this automatic via Paypal.

Tuition is due on the day noted on the payment coupons. Invoices will be sent after a four week grace period and a surcharge of \$15 will be added. Invoices will be sent monthly with \$15 surcharge added for each month tuition is late. No surcharge will be added for our 9

month automatic payment plan. We will know what payment plan you are planning based on your first payment, the coupon turned in, or the information we receive from paypal. If you are billed incorrectly, please let us know and we'll note your payment plan correctly in our accounting program.

Late Payments

The MVYSO understands that sometimes life happens. Surcharges can be avoided by sending an email to the Executive Director or calling. In any communication about a late tuition payment, please include the following information:

- Name of Student
- Valid reason for late payment
- When we can expect payment
- Communication must be received prior to due date of an invoice. It is your responsibility to ensure arrival of email or communication.
- Late payments must be current by the following month or with a signed payment plan on file with the current MVYSO bookkeeper.
- If an account falls more than 90 days past due, the participant will not be able to participate until payments are current or the board approves. If no payment is made on or before 120 days of your initial invoice, you will be sent to collections with additional fees added for the full amount of tuition. If you are tuition assisted, tuition assistance will be revoked without a co-payment within 120 days.

Tuition Assistance

Partial Tuition Assistance is available to students in need. If you are unable to fully pay tuition, please let the Executive Director know via email or phone call AND fill out a Tuition Assistance Application. This packet and form is available on the MVYSO website (www.mvyso.org) on the members page under the "forms" button

All outstanding balances and payment plans must be paid in full prior to participation in or summer camp or the next season.

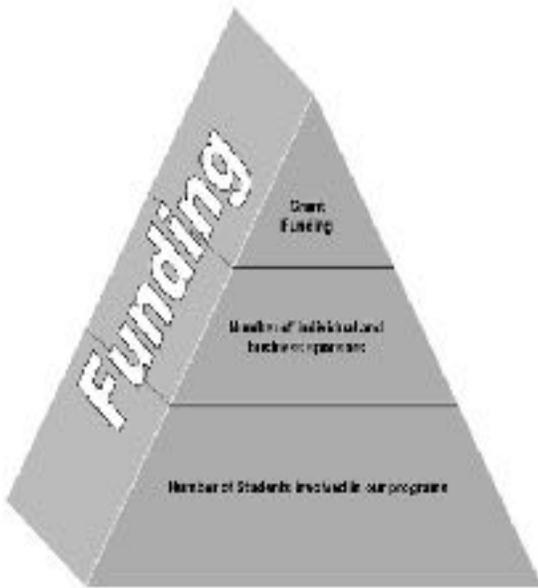
Late Start Pro-Rated Tuition

Late start students will receive a pro-rated tuition. The pro-rated tuition will include a \$25 administrative fee and will be calculated by the number of months left in the season including the start month.

Early Withdrawal

MVYSO is a 9 month commitment. The payment of tuition can be split over 9 months. 30 day notice is required by email or letter to the Executive Director if there is a valid reason that the participant must end the commitment. If approved, the final month (30 days) plus a \$25 administrative fee will be charged and the remaining time will be released. If no communication is received in writing the 9 month commitment continues and you will be billed at the full amount plus any fees accrued.

OUR ECONOMIC ENGINE – WHAT KEEPS MVYSO IN BUSINESS



Number of Students

The MVYSO relies on a wide student base to keep us in business. This is why we offer a variety of programs for students at a variety of levels. We hope to continue to expand our programs into an academy model offering more programs throughout each week. Along with students comes a broader base for fundraising as we have more students and families involved. We try to keep our programs affordable. In doing so, we rely on some fundraising and individual and business donations.

Number of Individual and Business Sponsors

As we have more students and families involved in our programs, we have a broader base of donors. Individual donors combined contribute more to our organization than business donations or grants. Individual donations at concerts and individual sponsorships are a very important part of our funding and help us keep tuition low. For more information about individual and business

sponsorships, please visit the support page of our website or pick up a sponsorship brochure. Your employer may match your donations. Please let your employer know of your generosity to the MVYSO. We will do anything necessary on our end to help make matching funds work.

Grant Funding

Grant funding is a small part of MVYSO's funding. 4 Culture and the City of Maple Valley have been our two big funders through grants. The MVYSO is always in search of assistance through grants and appreciates any tips from parents and families that they have heard about. Grant funding is dependent on a variety of factors including the economy. Therefore, the MVYSO has made it a policy to rely minimally on grants for our operations.

NOTES REGARDING CONCERTS

MVYSO concerts are key to our success as a performing organization. We invite the public to come hear our students which gives the students incentive to practice and pull off an excellent performance. Additionally, this provides our community with a low cost opportunity to engage in the performing arts.

- We generally have a \$10 suggested donation for our concerts. This donation helps us cover the many costs to putting on a concert including renting the concert space, programs, our famous MVYSO punch, etc. Any donations families can give at concerts are very much appreciated.
- Our concerts are a great way for our students to meet and greet their “fans. As a way to make our concerts more of a celebration and have our “fans” stick around awhile, we have a reception following each concert. MVYSO supplies the punch, table cloths, napkins, etc. We ask that parents or students bring a treat to share. Sometimes there are leftovers and we end up having a little cookie exchange after the concerts. It just adds to the fun!

STEWARDSHIP OF MVYSO

The MVYSO is a young non-profit organization. We make it a goal to keep our tuition affordable so that each student who wishes to participate will be able to. We do our best to keep our costs down, but even a non-profit business has costs such as rent, staff, office supplies, insurance, etc. We offer our concerts as a “for suggested donation” of \$10 per person and invite the community. You can help increase our donation results at the concert by donating and by inviting friends and family. We regularly apply for grants and have received funding from 4 Culture, the City of Maple Valley, and Maple Valley Rotary. In order to off-set our low tuition, we also have a few fundraisers throughout the year. It is an expectation that families participate in our fundraisers. Should you be uncomfortable with fundraising, you may opt out by donating \$100 to the MVYSO and some point during our regular season (September – May). Our scheduled fundraisers are:

- **October – Magical Night of Giving** - We sell \$5 tickets to the Magical Night of Giving Event at the Supermall. The MVYSO gets to keep the entire \$5 per ticket! Students may apply each of the \$5 they earn from the Magical Night of Giving coupons to travel discounts for future travel with the MVYSO.
- **February – The Gala** – This is a catered dinner, with live music by the MVYSO, silent auction, and more. You may help with this, our biggest and most fun fundraiser by attending, being a table captain, participating on the Gala Committee, donating auction items, or volunteering at the event. This year’s ball is scheduled for Saturday, February 4 at The Red Lion Hotel in Bellevue. Please plan to come and invite your

friends! Come early, stay late! Red Lion is offering a discounted rate to stay that night. It'll include breakfast the next morning. Tickets will go on sale in October. Watch for early bird discounts!

- **February – Taco Time Coupons** – We sell Taco Time Coupon books for \$1 each. MVYSO gets to keep 100% of the profits. All funds raised by the students can be put toward travel discounts with the MVYSO.
- **March – Benefit Breakfast** – We offer a For Donation Only breakfast featuring live music at the Lake Wilderness Lodge. Generally, \$15 covers the breakfast. This is a great way to invite friends and family to support the MVYSO. This is the official kick off to our Sponsorship Drive.
- **March – Letter Writing Campaign** – Sponsorship Drive – Students write letters asking people and businesses to sponsor the MVYSO with a donation. 25% of funds up to \$250 per donation raised by each student can be put toward travel discounts with the MVYSO. All sponsors who donate \$50 or more are listed in our programs.
*Please note: This season, students may write letters in the fall for 2016-2017 season sponsorships. Letter writing materials will be available in parent packets. Families have our permission to photo copy these materials. Sponsorship letters are available to download from our website. They are located on the Members Page under the Forms button. Should you need more brochures or supplies, please let our Executive Director know. Our 2017-2018 Season Sponsorship Drive Campaign will be kicked off with a Catered for donation only breakfast at Lake Wilderness Lodge on March 25 at 9 a.m. This breakfast will include performances by our Ambassador Ensembles.
- **Concessions in the Park** – We host the concessions stand at an event in Lake Wilderness Park. MVYSO gets to keep a percentage of the proceeds less a small fee paid to the park. This is a fun family event! We are hoping to do this on the 4th of July again this year.
- **Throughout the season – Corporate Sponsorships & Matching Funds Donations** – We constantly are looking for corporate and business sponsorships. You can help! Does your company have a grant program? Does your company want to sponsor a great youth organization? We have sponsorship programs that we can tailor to your company. We also receive matching funds from Microsoft, Boeing, and Starbucks. Many companies offer matching funds programs for donors. Generally, all it takes for us to get on a matching funds program is for an employee to ask and for our executive director to fill out the proper forms. Just ask!
- **Volunteer Matching Programs** – Many employers such as Boeing, Microsoft and Starbucks offer a gift match program for volunteer hours. You can help the MVYSO financially by donating your time and filling out your company's volunteer matching form. Please advise the Executive Director of any paperwork, phone calls, etc. needed to make this happen at your company.
- **Passive Fundraising** – There loyalty programs that support the MVYSO! Be sure to sign your cards up! We are currently partnered with Fred Meyer Rewards Cards, Amazon Smiles, Bartells and Escrip. Go to www.mvyso.org and click on support for more information.
- **Car donation** – We are now partnered with a car donation program. Visit www.mvyso.org and click on support for more information.