

**PHILADELPHIA YOUTH ORCHESTRA - PHILADELPHIA YOUNG ARTISTS ORCHESTRA**  
**BRAVO BRASS**  
**PERSONNEL POLICY**  
**2006-2007 Season**  
[www.pyos.org](http://www.pyos.org) -- 215-545-0502 -- [info@pyos.org](mailto:info@pyos.org)

**ARTISTIC, ADMINISTRATIVE AND VOLUNTEER STAFF**

- Louis Scaglione, President and Music Director – [LScaglione@pyos.org](mailto:LScaglione@pyos.org)
  - PYO Conductor
  - PYAO Conductor
- Paul Bryan, Artistic Coordinator and Conductor, Bravo Brass -- [paul.bryan@curtis.edu](mailto:paul.bryan@curtis.edu)
- Gloria and William dePasquale, Co-Artistic Advisors, Master Class and Advanced Orchestra Training
- Colleen Hood, Administrative Assistant and Librarian -- [colleenhood@gmail.com](mailto:colleenhood@gmail.com)
- TBA–
  - PYO Personnel Manager and Audition Coordinator
- Terry James – [terejames@verizon.net](mailto:terejames@verizon.net) or 856-795-5856
  - PYAO Personnel Manager
- Christophe Terlizzi – [Christophe.Terlizzi@Citizensbank.com](mailto:Christophe.Terlizzi@Citizensbank.com)
  - Chairman, Board of Trustees
- Rick Touhill – [rick.touhill@verizon.net](mailto:rick.touhill@verizon.net) or 610-520-1601
  - Immediate Past Chairman, Board of Trustees
  - Chairman, Volunteer Committee

**MEMBERSHIP (AGE REQUIREMENTS)**

- PYO: 14 years of age through 21 years of age.
- PYAO: 10 years of age through 17 years of age.
- Bravo Brass: 14 years of age through 17 years of age.
- Younger or older musicians may be admitted at the discretion of the artistic staff based on the musical needs of the orchestras.

**TUITION**

1. Tuition for the 2006-2007 season is \$895 for PYO, PYAO, and Bravo Brass, and is due in full at the first rehearsal.
2. TUITION IS NON-REFUNDABLE.
3. Tuition remission is available and is based on financial need of the applicant. The applicant must complete a formal application to be reviewed by the PYO Tuition Remission and Financial Aid Committee. All decisions are made by the committee regarding a student's eligibility for financial assistance, and the amounts awarded are final. Please contact the President for more information and to receive an application if you believe you qualify for assistance. All applications and tuition remission/financial aid awards are kept strictly confidential.

**REHEARSALS**

1. All rehearsals, except where noted on the master calendar, are at Saint Patrick Hall, 242 S. 20<sup>th</sup> Street (20<sup>th</sup> & Locust, Philadelphia).
2. PYO: Saturdays from 9:00 a.m. to 12:00 p.m.
3. PYAO: Sundays from 2:00 p.m. to 5:00 p.m.
4. Bravo Brass: Mondays from 5:30 p.m. to 7:30 p.m.
5. Rehearsals begin promptly. Please be seated and ready.
6. You will be notified of changes or cancellations either by email, phone, and/or by notice distributed the prior week.
7. You are expected to practice all parts and come to rehearsal prepared to play to the satisfaction of the conductor.

**ATTENDANCE**

1. Regular attendance at full rehearsals and sectionals (when scheduled) is required.
2. Attendance at every dress rehearsal and concert is mandatory.
3. It is important that you sign-in at each rehearsal or you will be charged with an absence.
4. Requests to be excused from attendance at rehearsals or for anticipated lateness must be made in writing in advance. At least one week in advance, sign the absence sheet with date and reason. If you have not signed the absence notification form, you must email or call the personnel manager with your name, instrument, and reason for the absence before rehearsal.
5. All illness or family emergency notifications should be called in to 215-545-0502 before 8:30 a.m. on Saturdays (PYO) and before 12:30 p.m. on Sundays (PYAO), or contact Mr. Bryan directly (Bravo Brass).
6. Every effort should be made to reconcile conflicts with the orchestra schedule. For example, SAT exams should not be scheduled on a concert weekend

7. A request for a leave of absence (more than three consecutive rehearsals) must be made in writing to Maestro Scaglione for PYO and PYAO, or Maestro Bryan for Bravo Brass for their approval. You must submit this written notification directly to Maestro Scaglione or Maestro Bryan, respectively.
8. Permission to be excused from a concert must be made in writing to Maestro Scaglione for PYO and PYAO, or Maestro Bryan for Bravo Brass. Only under special and rare circumstances may a student be excused from a scheduled performance. It is at the sole discretion of the conductor whether to excuse a student from a scheduled performance. Any student who is absent from a performance may be dismissed from the PYO program, and such decisions are at the sole discretion of the artistic staff.
9. A written warning will be given by the personnel manager after three absences.
10. More than five absences (regardless of reason) may be considered grounds for dismissal.
11. Excessive absences or habitual lateness may result in dismissal (subject to the discretion of the artistic staff).
12. All of the above rules apply as well to any scheduled chamber music event to which you have committed.

### **CONCERT DRESS**

- WOMEN: Plain, long (ankle-length) black dress with long (wrist-length) sleeves, or plain, long (ankle-length) black skirt and plain, black blouse with long (wrist-length) sleeves. Harpists, cellists and percussionists may wear black pants or culottes and top with long (wrist length) sleeves. All will wear black stockings and black leather shoes (closed toe), not sandals. No colorful accessories or glittery jewelry. No slit skirts, no deep v- or plunging necklines, no bare backs and no form-fitting clothes. No sheer, net, mesh or see-through material.
- MEN: Black tuxedo or black suit, white (long-sleeve) shirt, black bow tie, black socks and black leather dress shoes.

### **MUSIC**

1. All PYO and PYAO music folders and music may not leave the orchestra center.
2. Each student will be given one set of practice parts. The cost of the first set is \$5. Replacement sets will cost \$10 per set.
3. All students must carry a sharpened/mechanical pencil in their orchestra folders at all times.
4. If necessary markings need to be made on the performing stand part, they must be made in pencil. Never use ink or colored pencil.

### **SECTION LEADERS**

1. The conductor appoints section leaders.
2. Section leaders will arrange the rotation and covering of parts under the guidance of the conductor and after discussion with section members. Section leaders are responsible for ensuring that all parts are properly marked.
3. Section leaders are expected to act as representatives between their section and the conductors, personnel managers and the Board of Trustees.

### **FACILITIES**

1. Everyone is expected to assist with rehearsal set-up and take-down. This includes instruments, stands, chairs and music. Additional assignments may be made as needed by the conductors, personnel managers and operations managers.
2. You may be asked to assist with loading and unloading for concerts, and with concert site set-up and tear-down.
3. Food and drink are permitted on the 1<sup>st</sup> floor (main rehearsal room) of Saint Patrick Hall. Please clear the rehearsal area of your personal items and trash before you leave.
4. Food and drink are not permitted on the 2<sup>nd</sup> or 3<sup>rd</sup> floors of Saint Patrick Hall.

### **UNION MEMBERS**

- Union musicians who are members of PYO/PYAO/Bravo Brass perform on an amateur basis only.

### **DISMISSAL (SUBJECT TO THE DISCRETION OF THE CONDUCTORS)**

1. LACK OF ADEQUATE MUSICAL PREPARATION OR PROGRESS.
2. PERSONAL CONDUCT REFLECTING UNFAVORABLY ON THE ORCHESTRA PROGRAM.
3. EXCESSIVE ABSENCES OR HABITUAL LATENESS.
4. NON-FULFILLMENT OF FINANCIAL OBLIGATIONS.
5. NON-COMPLIANCE WITH OTHER ASPECTS OF THE ABOVE POLICIES.