



ALBUQUERQUE YOUTH
SYMPHONY PROGRAMSM

Musician's Handbook 2024-2025

The Musician's Handbook serves as a reference for all things AYSP for the 2024-2025 season. 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: 6/28/24

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CONTACTS 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

ARTISTIC STAFF

Dan Whisler	Youth Symphony Conductor	dan@aysmusic.org
Rafael Videira	Youth Orchestra Conductor	rafael@aysmusic.org
David Jennison	Youth Concert Orchestra Conductor	david@aysmusic.org
Hovey Corbin	Junior Symphony Co-Conductor	corbin@aa.edu
Kristen Pickens	Junior Symphony Co-Conductor	kristen@aysmusic.org
Ali Brasher Austell	Junior Orchestra Co-Conductor	mary.brasher@rrps.net
Frank Slife	Junior Orchestra Co-Conductor	frank@aysmusic.org
Emily Awes	Junior String Orchestra Conductor	emily@aysmusic.org
Josephine Gonzales	Junior Band Co-Conductor	josephine.gonzales@aps.edu
Mason Yordy	Junior Band Co-Conductor	mason.yordy@aps.edu
Gloria Velasco	Preparatory String Orchestra Conductor	gloria@aysmusic.org
Rafael Videira	Elementary String Project: Level 2 Instructor	rafael@aysmusic.org
Karen Schindwolf	Elementary String Project: Level 1 Instructor	karen@aysmusic.org

ADMINISTRATIVE STAFF

Norlynn Blocker Price	Executive Director	norlynn@aysmusic.org
Dan Whisler	Music Director	dan@aysmusic.org
Dorothy Whisler	Assistant Director	dorothy@aysmusic.org
Gloria Velasco	Elementary String Project Director, School Tour Coordinator	gloria@aysmusic.org
Sophia Ayala Gettys	Building and Operations Manager	sophia@aysmusic.org
Stephanie Hainsfurther	Outreach Coordinator	stephanie@aysmusic.org

AYSP published office hours are M-Th, 2-6pm and Saturdays 9am – 12pm. The offices are closed on Fridays and Sundays. Other hours available by appointment.

COMMUNICATION

WEBSITE

Important information is posted on the website – www.aysmusic.org - including season calendars, updates, closures, and concert information. Please visit the website for information before calling the office.

SPECIFIC ENSEMBLE PAGES ON THE WEBSITE

Hover over the “Current Students” link in the top menu of our website homepage, and select the appropriate ensemble under the “Ensemble” and grade level sub-menus. The side menu of the ensemble page has links to the Season Calendar, Musician’s Handbook, Absence Request, and Tuition Information. The Musician’s Handbook and Absence Request can also be found under the “Current Students” menu.

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. 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 for individual 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"*]

SOCIAL MEDIA

Be sure to "like" the Albuquerque Youth Symphony Program on Facebook. We often post photos, talk about what's happening at the AYSP building on a given day or about upcoming tours, 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.

SEASON CALENDARS

The Season Calendar for each ensemble can be found on individual ensemble pages on our website at www.aysmusic.org. On AYSP's website homepage, hover over the "Current Students" link in the top menu bar. Select the appropriate ensemble under the "Ensemble" and grade level sub-menus. Click on the "Season Calendar" link on the right side of the page.

BUILDING SCHEDULE

The AYSP building main entry door will unlock 30 minutes before rehearsal starts and will lock again 15 minutes after rehearsal begins. If a student must arrive late to rehearsal, a member of the AYSP staff or an ensemble parent manager will have to let the student into the building. The door will unlock again 15 minutes before the end of rehearsal for family members to come into the building.

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

Performances

AYSP takes chamber music out of the concert hall and into the community. Chamber performances will sometimes take place in community venues including nursing homes,

instrument, interest, age, and ability. Each ensemble rehearses weekly and receives approximately ten coachings throughout the year from professional musicians and educators. Chamber groups sometimes also participate in master classes with guest performers from across the world!

churches, hospitals, libraries, coffee shops, and outdoor community spaces. Listeners in these venues often have limited access to symphonic music either by distance or economics. [Participation in a high school chamber ensemble might also help students meet school community service requirements!]

Top ensembles have been 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 Music Director and may be paid for their performances.

Marimba Ensemble – Middle School

The AYSP Middle School Marimba Ensemble, under the guidance of Junior Symphony co-conductor Mr. Hovey Corbin, is a truly unique offering through our supplemental Chamber Music Program, and is open to students in JS, JO, and JB) – no previous percussion experience is required. In addition to being an energetic and exciting ensemble, this group offers middle school students the opportunity to play amazing hand-made 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, , and JB. Rehearsals take place most Saturdays during the spring semester 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 sometimes 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 REQUIREMENT

All AYSP students must be enrolled as regular members of their curricular school band or orchestra programs (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 our 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 school music 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 AYSP does to continue to improve our relationship with local schools:

- AYSP provides 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.
- AYSP excuses student absences from AYSP rehearsals for required school ensemble events. We ask that the school give us a schedule of their rehearsals/performances as soon as possible so that we can plan around known schedule conflicts.
- AYSP always welcomes school music teachers to all AYSP concerts each season free of charge, and we publicly acknowledge attending teachers at AYSP performances.
- AYSP welcomes school music teachers to attend open rehearsals of AYSP ensembles each season.

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

Regular membership in a curricular instrumental music 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, AYSP students are expected 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 or online 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, students are discouraged from missing rehearsals to the extent possible. Each ensemble functions at its best when all participants are prepared and present for all rehearsals

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. Unexcused absences from regular and chamber rehearsals are limited to **2 absences maximum per semester** (4 absences maximum per year). Absences are considered excused if accompanied by a doctor's note or positive COVID-19 test, and do not count against the absence limits.
2. Attendance at all dress rehearsals, school tours, Camp Days (for YS, YO, and YCO members) and concerts is required.
3. Absence from $\frac{1}{2}$ of a rehearsal may be considered $\frac{1}{2}$ 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.
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. Required school music performances will not count against the absence limits if, and only if, they are addressed in a timely manner.

Reporting an absence:

Please submit your absence requests and 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.

Report the absence online: You must report the absence as soon as you are aware of it. Even if you have discussed your absence in advance with your conductor, you **MUST** submit the "Absence Request" form on our website at <https://aysmusic.org/absence-request> . **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 are considered to be on probation. If absences continue, you may be dismissed from the program at the discretion of your conductor and the Music 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).

INCLEMENT WEATHER POLICY

AYSP does not take lightly the decision to cancel a scheduled rehearsal or other activity due to inclement or severe weather. However, when snow, ice, heavy rain, or other severe weather conditions make for hazardous driving conditions, we want our students, families and employees to be safe.

In general, AYSP will follow Albuquerque Public Schools' lead in determining whether scheduled activities will take place. Thus, if APS cancels classes for the day or calls for early dismissal due to severe weather, all scheduled AYSP activities for that day will also be canceled. *But NOTE: a delayed start time by APS, without further cancelations later in the day, will NOT affect scheduled AYSP activities, which*

will take place as scheduled. Notwithstanding AYSP holding rehearsals as scheduled, students who live in an area (such as the East Mountains) where driving conditions are hazardous are urged to exercise discretion in traveling to AYSP and will be excused from rehearsal if they opt not to risk driving.

If your student does not attend an APS school and his or her school cancels classes for the day or dismisses early due to weather conditions, your student is excused from a scheduled AYSP activity for that day.

With respect to scheduled AYSP activities taking place on Saturday or Sunday, AYSP will send a Read & Heed to affected students and parents as soon as possible to advise whether the activity will take place as scheduled.

When in doubt, contact AYSP by phone (505) 875-1319 or by email at ays@aysmusic.org to find out whether your student's rehearsal is taking place as scheduled.

AUDITION POLICY

All students must audition each season regardless of enrollment the previous season. Annual auditions for the full year ensembles are held in late April or early 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 in most ensembles. Solos and parts are assigned at the discretion of the conductor. Chair auditions are required for string students in YS and YO only and take place each semester as noted on the season calendars for those ensembles.

BEHAVIOR EXPECTATIONS

AYSP students are representatives of the Albuquerque Youth Symphony Program and expected to 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. Note to Parents and to students who transport themselves to rehearsals: Please don't arrive at the AYSP building at the last minute. It always takes a few extra minutes for musicians to check in, set up and prepare to rehearse, and this preparation time should not come at the expense of other students who are ready to begin rehearsal on time. 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 any 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.

PHOTOGRAPH/VIDEO RELEASE

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, camp days, tours, performances, fundraising activities, 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 FOR CONCERTS**Youth Ensembles (High School)**

CONCERT BLACK ATTIRE – students are free to choose the components of their attire within the following guidelines:

- Solid black, long (to the ankle) dress pants, slacks, or skirt
- Solid black, collared dress shirt or blouse (sleeve length to the elbow or longer)
- Solid black socks or black, opaque stockings/tights
- Solid black shoes
- Accessories (optional) – solid black tie, belt, or jacket

Junior Ensembles (Middle School)

CONCERT BLACK AND WHITE ATTIRE – students are free to choose the components of their attire within the following guidelines:

- Solid black, long (to the ankle) dress pants, slacks, or skirt
- Solid white, collared dress shirt or blouse (sleeve length to the elbow or longer)
- Solid black socks or black, opaque stockings/tights
- Solid black shoes
- **Accessories (optional) Any solid-colored long dress tie.** NO colorful or shiny hair ornaments or accessories.

Preparatory String Orchestra (Elementary School)

Colorful dressy outfits. Skirts must fall below the knee when seated. No jeans, shorts, 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, 2024. Students in junior instrumental ensembles must be in grades 6-8 and 11 years old as of September 1, 2024. Students in preparatory instrumental ensembles must be in grades 4-5 and 9 years old as of September 1, 2024.
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 tuition.

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. Each application is assessed using a sliding scale of 25-90% of tuition cost, based upon federal HUD Low-to-Moderate Income (LMI) Guidelines.

2024-2025 TUITION AND FEES

Ensemble	Tuition
Youth Symphony (YS)	\$775
Youth Orchestra (YO)	\$775
Youth Concert Orchestra (YCO)	\$650
Junior Symphony (JS)	\$590
Junior Orchestra (JO)	\$590
Junior String Orchestra (JSO)	\$590
Junior Band (JB) <i>2nd semester only</i>	\$295
Preparatory String Orchestra (PSO)	\$480
Elementary String Project II (ESP II)	\$460
Elementary String Project I (ESP I)	\$345

TUITION PAYMENT OPTIONS

Parents/Guardians may select one of the following payment options at the time of registration. Please review the options carefully. Payments are accepted by check (make payable to AYSP), card, ACH, or E-check using our payment portal at <https://aysmusic.asapconnected.com/>.

Option 1: One Payment

Pay in full at the time of registration

Option 2 (Full-year ensembles): Five Monthly Payments

Five (5) equal payments are due monthly August through December. Monthly payments must be made by card, ACH, or E-check and will be automatically charged each month.

Option 2 (spring-only ensembles): Three Monthly Payments

Three (3) equal payments are due monthly January through March. Monthly payments must be made by card, ACH, or E-check and will be automatically charged each month.

TUITION PAYMENT SCHEDULE

YOUTH ENSEMBLES (High School)

Youth Symphony & Youth Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$775	8/1/2024
OPTION 2	\$155	8/1/2024
	\$155	9/1/2024
	\$155	10/1/2024
	\$155	11/1/2024
	\$155	12/1/2024

Youth Concert Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$650	8/1/2024
OPTION 2	\$130	8/1/2024
	\$130	9/1/2024
	\$130	10/1/2024
	\$130	11/1/2024
	\$130	12/1/2024

JUNIOR ENSEMBLES (Middle School)

Junior Symphony, Junior Orchestra, & Junior String Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$590	8/1/2024
OPTION 2	\$118	8/1/2024
	\$118	9/1/2024
	\$118	10/1/2024
	\$118	11/1/2024
	\$118	12/1/2024

Junior Band (2nd semester only)

	AMOUNT	PAYMENT DUE
OPTION 1	\$295	1/1/2024
OPTION 2	\$98	1/1/2024
	\$98	2/1/2024
	\$99	3/1/2024

PREPARATORY ENSEMBLES (Elementary School)

Preparatory String Orchestra

	AMOUNT	PAYMENT DUE
OPTION 1	\$480	8/1/2024
OPTION 2	\$96	8/1/2024
	\$96	9/1/2024
	\$96	10/1/2024
	\$96	11/1/2024
	\$96	12/1/2024

Elementary String Project II

	AMOUNT	PAYMENT DUE
OPTION 1	\$460	8/1/2024
OPTION 2	\$92	8/1/2024
	\$92	9/1/2024
	\$92	10/1/2024
	\$92	11/1/2024
	\$92	12/1/2024

Elementary String Project I

	AMOUNT	PAYMENT DUE
OPTION 1	\$345	8/1/2024
OPTION 2	\$69	8/1/2024
	\$69	9/1/2024
	\$69	10/1/2024
	\$69	11/1/2024
	\$69	12/1/2024

TUITION AND FEE POLICIES**Delinquent Accounts**

Communication is critical. If you are struggling to make payments, please 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 (18 and under) 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	\$12.00	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-6
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.

FUNDRAISING

Fundraising is an important part of any non-profit organization. Because AYSP strives to keep student tuition as low as possible, income from tuition covers only 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 through fundraising opportunities provided by AYSP. Families may opt out of the \$100 fundraising obligation by making a \$100 tax-deductible donation to AYSP, either by check or online donation through AYSP's website.**

Our 2024-2025 fundraisers are:

Luminaria Sale

The luminaria fundraiser is an AYSP tradition for over forty years! Every season since 1981, AYSP students and families fold, advertise, assemble, and deliver thousands of dozens of luminarias across the Albuquerque metro area to raise funds for AYSP programs. **All AYSP students and families are expected to participate in the luminaria fundraiser in several ways. First, each student/family is expected to** fold 25dz (300 bags), not to exceed 50dz (600 bags) per family. Once all the bags are folded and bundled, we ask that all students/families volunteer during Luminaria Workhouse Day, working at one of several workhouses kindly hosted by AYSP volunteer families to fill the bags with sand and candles and/or deliver them to nearby customers. Students and families may also volunteer during our Luminaria Open House at the AYSP facility by loading luminarias into customers' vehicles and otherwise assisting customers with their pick-up orders.

Important Note: Folding bags and assisting with luminaria assembly and delivery are expected of ALL AYSP students, and these activities do not count toward your family's \$100 fundraising expectation. However, families *can* meet their \$100 fundraising expectation by selling 20 dozen luminarias to friends, neighbors, or relatives. The online order form contains a field where customers can type the student's name in order to credit the sale to that student.

Experience New Mexico! Raffle Sale

AYSP hosts the annual *EXPERIENCE NEW MEXICO!* raffle each spring. Students sell raffle tickets to raise funds for AYSP. Details for the 2025 Raffle, including prize information, will be available later in the season. Selling 10 raffle tickets will satisfy the \$100 family fundraising expectation.

We are always interested in donations of unique, New Mexico-themed raffle prizes. If your family owns a vacation rental in New Mexico or have access to a uniquely New Mexico type of item or experience that would make for an intriguing prize for our *EXPERIENCE NEW MEXICO!* raffle, please contact our Community Engagement and Operations Coordinator to discuss a donation!

VOLUNTEERING

Active parent volunteers have always been part of the AYSP culture. With 400-500 students supported by an administrative staff of only four full-time employees, AYSP relies upon parent volunteers for the ongoing success and vibrancy of the program. Throughout the year there are numerous opportunities to get involved, from just a

few hours on a one-time basis, to a weekly commitment, including taking attendance and assisting conductors at rehearsals. Other parents contribute gift-in-kind services and goods that help to reduce program expenses and free up funds for other AYSP projects or needs.

We request that parents participate as volunteers to the extent they are able. Come and talk to us about how you'd like to be involved, and we have a job for you!

VOLUNTEER OPPORTUNITIES INCLUDE:

Here are just a few of the ways parents can volunteer to make their child's AYSP experience even better:

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
- Distributing student t-shirts, raffle tickets, etc.

Additional Ensemble Support

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

- Supervising parking, drop-off, and pick-up during rehearsals
- Finding/gathering concert program sponsorships (Fall and Spring Concert Programs)

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 and YO 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

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 or file digitization
- Photocopying
- Music Library upkeep, *e.g.*, processing donations, organizing files, etc.

Luminaria Fundraiser

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 as part of our largest fundraiser. Luminaria needs may include:

- Sponsor your home as a luminaria workhouse (1 day, first Saturday in December, with supply pick-up and sand delivery arranged ahead of time)
- Assemble luminarias at a workhouse (1 day, first Saturday in December)
- Deliver luminarias to customers (1 day, first Saturday in December)