



SCHOOL OF MUSIC

ST. CECILIA MUSIC CENTER

**YOUTH
ENSEMBLES
HANDBOOK**

2025-26 SEASON

YOUTH ENSEMBLES

SINFONIA	Mondays 5:30 - 6:45pm	Conductor: Allie Holden
CONCERT ORCHESTRA	Mondays 6:00 - 7:30pm	Conductor: Erin DeYoung
PHILHARMONIC	Mondays 7:15 - 9:15pm	Conductor: Dan Scott

REHEARSAL BREAKS

There are NO REHEARSALS on the following dates:

November 24, 2025

December 22 & 29, 2025

April 6, 2026

COMMUNICATION

Email is our main form of communication. Please keep us updated on your current email address, as this is how we will contact you for registration, class changes, updates and cancellations. Also, make sure that info@scmcgr.org is on your safe senders list so that our communications with you don't land in your spam folder.

CONTACTS

Jessi Carr, School of Music Administrator
616-459-2224 x209
jessi@scmcgr.org

Cyndi Betts, Education Director
616-459-2224 x206
cyndi@scmcgr.org

ATTENDANCE

We are so excited you are joining our orchestra's team. Like any good team, each individual in an ensemble needs to participate and cooperate to make good music together. Participating in a St. Cecilia School of Music ensemble is a commitment. When a student is not present at rehearsal, their absence is strongly felt. Please be considerate and commit to attending all rehearsals.

In order to ensure a successful season, the following attendance policy has been established and must be adhered to: As a member of the St. Cecilia School of Music ensemble, you are expected to attend every rehearsal. If you must miss a rehearsal, the reason for absence must be communicated in a timely manner to the SOM Administrator and the conductor of your ensemble. Always communicate conflicts/needed absences as soon as you know about them.

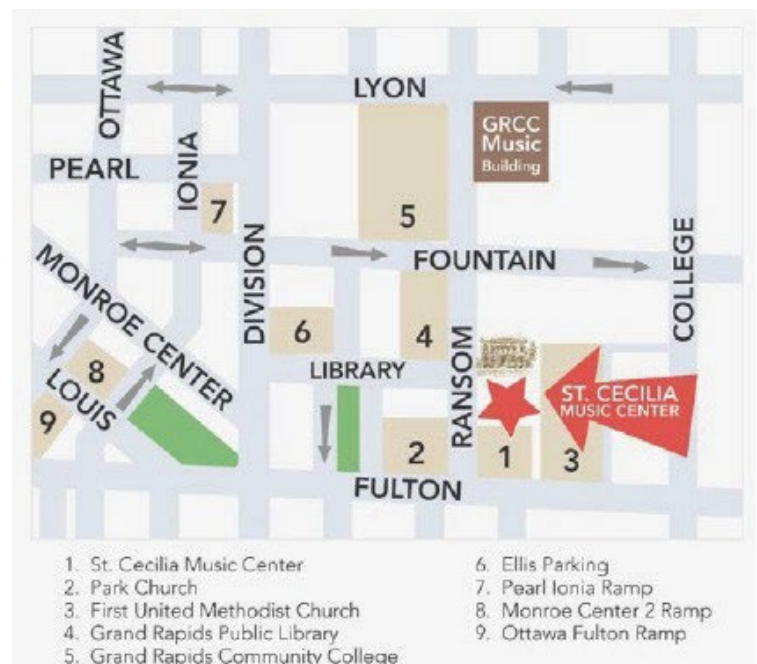
Please report absences before 4:00 p.m. on the day of the rehearsal being missed.

1. Two (2) absences are allowed per semester.
2. To report an absence, please email jessi@scmcgr.org.
3. Attendance is expected at all concert rehearsals or dress rehearsals. Absence may result in the student not participating in the upcoming concert.
4. Attendance at all concerts is mandatory. Missing a concert may result in the student being dropped from the ensemble.
5. More than two absences may result in the student being dropped from the ensemble.
6. Exceptions to this policy will be granted only at the discretion of the conductors.
7. In case of dismissal due to excessive absenteeism or missing a concert, no refund of tuition will be made.

PARKING

Parking is available in the lot adjacent to the south of the building. If the gate arm is down, press and hold the button on the yellow "call box." While holding the button state that you are arriving for rehearsal, then release the button immediately. This signals the receptionist at the front desk. The gate cannot open while you are holding down the call button.

If the SCMC parking lot is full, you may park in the First United Methodist Church parking lot off of Barclay if their gate is open. The FUMC lot is located one street east of Ransom off of Fulton (Lot #3 on the map.)



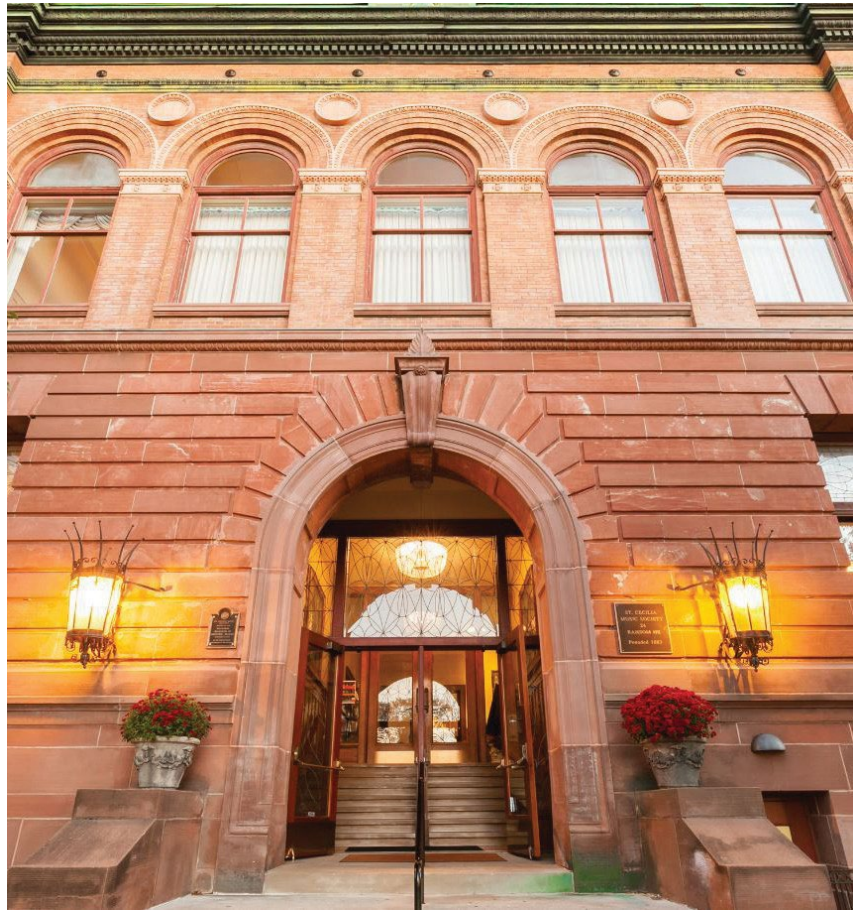
BUILDING POLICY

We take pride in our 130-year-old building and ask students and families to do the same. We encourage parents and students to keep our facility a pleasant and well-maintained environment for everyone.

The behavior of our school of music students is a reflection of St. Cecilia Music Center. We ask that program members be respectful of groups that are performing on stage and conduct themselves in an exemplary manner whether on or off stage.

Food and beverages, with the exception of water, are not allowed in any carpeted areas of the building at any time, including Royce Auditorium.

Gum chewing is not allowed in the building.



INCLEMENT WEATHER

In the event of inclement weather, SCMC will make a decision to cancel a rehearsal by 2:00pm on the day in question. Notification of a cancellation will be publicized on local radio/TV stations, an email notification will be sent to all ensemble families, and a notice will be posted on the SCMC Facebook page and website.

During winter weather, be sure to bring your instrument home from school every day.

MEMBERSHIP REQUIREMENTS

Membership in the St. Cecilia Music Center School of Music requires that students be involved in their school orchestra. Exceptions to this will be made only if there is no existing orchestra program at the school or if there is a direct conflict in scheduling between an academic course required for graduation and the school music program. Questions regarding this policy should be directed to the ensemble conductor or the Education Director.

REHEARSAL EXPECTATIONS



- Be on time and in your seat with your music ready, prepared to play at the start of rehearsal. Excessive tardiness may result in moving back a chair.
- Sign in each week on the attendance sheet at the front desk to be marked present.
- Be prepared. Have your instrument, music folder and a pencil for marking music with you at every rehearsal. Coming to rehearsal without an instrument will count as an absence.
- Take good care of your music as you will be responsible for replacing each piece of music that is damaged beyond use, lost or marked with anything other than pencil.
- Follow the conductor's instructions and play or talk only when asked. Remember to raise your hand if you have a question.
- No cell phones during rehearsals. Please leave your cell phone in your instrument case.

CHAIR PLACEMENT

Chair placement assessments are held for Sinfonia, Concert Orchestra and Philharmonic Orchestra near the beginning of each semester. Chair placement dates will be determined by each conductor and will be communicated to each ensemble accordingly. All students are required to participate in the assessment on these dates.

The only exceptions are severe illness and family emergencies and it is the responsibility of the student/parent to contact the School of Music Administrator to schedule a makeup time within one week. If a student does not follow the above procedure they will sit last chair in their section until the next chair assessment date.

CONCERT SCHEDULE

Sunday, December 7, 2025 FREE	WINTER CONCERT Grand Strings	4:00pm
Saturday, January 17, 2026	MANDATORY REHEARSALS Philharmonic Orchestra Concert Orchestra Sinfonia	8:30-9:45am 9:45-11:00am 10:45-12:00pm
Saturday, January 17, 2026 TICKETS REQUIRED	WINTER CONCERT Sinfonia + Concert Orchestra	5:00pm
Saturday, January 17, 2026 TICKETS REQUIRED	WINTER CONCERT Philharmonic Orchestra	7:30pm
Sunday, May 3, 2026 FREE	SPRING CONCERT Grand Strings	4:00pm
Saturday, May 16, 2026	MANDATORY REHEARSALS Philharmonic Orchestra Concert Orchestra Sinfonia	8:30-9:45am 9:45-11:00am 10:45-12:00pm
Saturday, May 16, 2026 TICKETS REQUIRED	SPRING CONCERT Sinfonia + Concert Orchestra	5:00pm
Saturday, May 16, 2026 TICKETS REQUIRED	SPRING CONCERT Philharmonic Orchestra	7:30pm

CONCERT TICKETS

Tickets to all School of Music youth ensemble performances are \$8 each (+ \$2/ticket processing fee). These concerts are not general admission events; each ticket reserves a specific seat in Royce Auditorium. Tickets may be purchased via SCMC's website or via phone by calling SCMC's Box Office at 616.459.2224 x201. There are no complimentary seats for families of participants.

If a concert is sold out, seating will be made available in the Wege Recital Hall at no charge.

CONCERT DRESS

A uniform look is essential for concert performances. It is important that the ensembles present a polished appearance to parallel their accomplished sound. Listed below are the mandatory dress requirements for Orchestra and Concert Band members. Students not adhering to the dress policy will not be allowed to participate in the concert.

TOP

Solid white long-sleeved shirt.
Solid black bow tie. (optional)

BOTTOM

Solid black dress slacks OR
Solid black ankle length skirt.

SHOES

Solid black dress shoes. Solid black socks or tights.
No sandals, tennis shoes or other casual black shoes. Heels should be 1" heel or less.

ACCESSORIES

ONLY black or dark brown headbands, barrettes, or hair bands may be worn.
No loose jewelry or items that would detract from the overall performance.

FREE TICKETS TO SCMC CHAMBER SERIES

Students enrolled in orchestra or band at St. Cecilia Music Center are entitled to 2 complimentary tickets to any one concert in our Chamber Music Society of Lincoln Center Series.

Complimentary tickets are based on availability and may be redeemed in person at our box office or online using a code. This code will be distributed to all families via email during the fall semester. Tickets ordered with the code must be ordered by the registered student, parent or guardian.



TUITION

St. Cecilia Music Center School of Music is committed to providing quality music education and making instruction and performance accessible to people of all ages, backgrounds, economic means and levels of ability.

TUITION

Sinfonia: \$440/year or \$220/semester

Concert Orchestra: \$460/year or \$230/semester

Concert Band: \$460/year or \$230/semester

Philharmonic: \$500/year or \$250/semester

Tuition payments may be made through our registration system in full, by semester, or with our automated payment plan. To register, visit scmcgr.org/school-of-music and click the "Learn More" button under registration near the bottom of the page. A credit card is required to register for an ensemble.

FINANCIAL AID

St. Cecilia Music Center offers financial assistance to those experiencing personal or family financial hardship. For more information on our financial aid guidelines or to apply, please visit: scmcgr.org/school-of-music/financial-aid

DROP + REFUND POLICY

Students dropping the program **before October 15, 2025**, will receive a tuition refund minus the 10% registration fee. Students dropping the program before the mid-semester date will receive a 50% refund for that semester. Students dropping after mid-semester will not receive a refund. You must email the School of Music Administrator (jessi@scmcgr.org) before the mid-semester date or no refund will be issued.

Fall Mid-Semester Drop Deadline: November 12, 2025

Spring Mid-Semester Drop Deadline: March 11, 2026

