



Whole Schools Initiative
a program of the Mississippi Arts Commission

2017-2018 Guidelines

The Mississippi Arts Commission (MAC) believes that every child deserves to be taught in and through the arts, thus nurturing the imagination and creatively impacting lifelong learning.

Whole Schools Initiative – Introduction

For over 20 years, WSI has provided an arts-integrated conceptual approach to redesigning school environments through a program called the Whole Schools Initiative (WSI). For the past 19 years, WSI has provided professional learning for teachers, administrators, parents and teaching artists, through summer institutes and retreats. The content of the workshops is co-created with the Mississippi Department of Education (MDE) and utilizes the Visual and Performing Art Frameworks and the College and Career-Readiness Standards (CCRS).

The four goals of the Whole Schools Initiative are:

- 1. Arts Integration**
To provide learning opportunities to improve student academic achievement through the integration of the arts into the core curriculum
- 2. Arts Discipline**
To increase students' and teachers' skills, knowledge, awareness, and experiences in all arts disciplines
- 3. Professional Learning**
To build a school culture with sustainable systems that support arts integration as an approach to teaching
- 4. Community Involvement**
To increase family and community engagement and understanding of the arts

For more information about the Whole Schools Initiative (WSI) Program, visit www.MSWholeSchools.org.

MAC / Whole Schools Initiative

Whole Schools Initiative (WSI) – Level 2

2017-2018 Guidelines

WSI OVERVIEW

The second program level is called the “Whole Schools Initiative” or “WSI” and is a direct service program. It represents a commitment between a school and the Mississippi Arts Commission. Schools at this level are expected to implement more arts-integration strategies each year they remain at WSI level, which may be renewed for up to **eight (8)** years.

MAC will invest up to **\$5,000** worth of services to participating schools which includes:

- Assigned Field Advisor
- Registration Fees for five (5) staff to attend the Summer Institute.
June 11-15, 2018 – MS Gulf Coast Community College
- Registration Fees for five (5) staff to attend the Winter Institute.
February 2-3, 2018 – Tupelo
- Up to **\$2,500 in contracted on-site professional development**. Contracted Teaching Artists must be from an adjudicated roster provided by MAC or pre-approved by the WSI Program Director.
 - *All contract requests must be submitted using the online contract request form by Dec. 1, 2017. Funds not allocated prior to Jan. 1, 2018 will not be awarded.*

REQUIREMENTS FOR WHOLE SCHOOLS INITIATIVE

Participating schools will:

1. **Provide a dollar-for-dollar cash match** (up to \$5,000 in value). During the fall of 2017, the field advisor will collaborate with the school leadership team to create a matching fund document that coordinates with the values of services provided by MAC. Qualified sources may include:
 - Title 1 and 2 funds (for professional development and travel)
 - PTO/PTA funds (including fundraisers, donations, and other related efforts)
 - Schools Fundraisers (*Note: Please contact school district business manager to review rules for school fundraiser in advance.*)
 - School or district funds (supplies, professional development, and travel)
 - Contributions from individual or local businesses
 - *Contact the WSI Director if you have challenges identifying matching sources.*
2. Work with assigned field advisor and **utilize the progress tracking tool to determine and achieve** the school’s individual goals.
3. **Identify an Arts Leadership Team** which includes the principal, lead teachers from each grade level and arts specialists.
4. Leadership Team will **plan and implement five (5) WSI Project Team meetings** at the school.

5. Send a minimum of **four (4)** classroom teachers to **one (1) pre-scheduled Model School tour each year.**
 - *Schools should visit a different Model School each year.*
6. The Arts Leadership Team will **discuss progress of the school with the field advisor and determine which status to apply for** by February 1 (WSI or Model). Send a letter to WSI director indicating your choice.
7. Send a minimum of **five (5)** staff to the **WSI Winter Institute.**
 - *If your school community, certified and non-certified staff, is 40+ people, you must send 15% of staff to all WSI-sponsored events.*
8. Send a minimum of **five (5)** staff to **WSI Summer Institute.**
 - *If your school community, certified and non-certified staff, is 40+ people, you must send 15% of staff to all WSI-sponsored events.*
9. **Project Directors (and/or Co-Project Directors) must attend** the annual Winter Institute, Summer Institute, and all mandatory Project Director meetings.
10. **Principals must attend** one (1) of the following required sessions each year (but are welcome at all WSI-sponsored events):
 - Winter Institute,
 - Model Tour, or
 - Summer Institute
11. Submit at least one (1) **breakout session proposal** for consideration at the Winter Institute and one (1) breakout session proposal for the Summer Institute.
 - Submission deadline (both Institutes): October 2, 2017
12. Submit at least **six (6) pieces of authentic art** to be displayed at the Magnificent Masterpieces Showcase held annually in partnership with the Mississippi Museum of Art. (See attached guidelines.)
13. **Submit required final project documentation by May 15, 2018.**
14. **Display the Kennedy Center's Arts integration definition** and art elements in each classroom.
15. **Include MAC/WSI logos** on the school's website and all pertinent print pieces.
16. Submit school **professional development calendar** highlighting arts integration sessions.

APPROVED OPTIONS FOR CASH MATCH

- Additional Fees for the WSI Summer Institute
- Staff travel to the WSI Summer Institute, Model School site visits, etc.
- Workshop Fees for Teaching Artists
- Art Prints
- Salary assistance for fine arts specialists
- Fees for substitutes for teachers receiving professional development or on Model School site visits
- Specialty items for visual and performing arts activities (i.e. charcoal, oil pastels, rain sticks, musical instruments, scarves, props)

WSI APPLICATION PROCESS

Annual applications are required by March 1 of each year.

Next application deadline: **Thursday, March 1, 2018.**

Applications and support materials must be submitted through **postal mail** and postmarked by the due date, or delivered by hand to MAC's office by the due date. (Faxed or emailed applications will not be accepted.) Please submit your application only between February 1 and March 1.

If you would like feedback on your application in advance, please send a draft application via e-mail to the WSI Director (acoleman@arts.ms.gov) by February 1. You will receive a response and comments within ten (10) business days of receipt of the application.

Note on new required information: All organizations applying to MAC (including schools) must provide their Dun & Bradstreet (DUNS) number on the application. Go to Dun & Bradstreet to apply for a number or check to see if your organization has a number. For more information: <https://www.dandb.com/dunsnumberlookup/>

HELPFUL TIPS FOR PREPARING THE WHOLE SCHOOLS INITIATIVE APPLICATION

1. **Each school must have a Project Director and Co-Project Director.** The Co-Project Directors should be viewed as leaders in the school. At least one of the Project Directors should be a classroom teacher. Please assign administrators, gifted teachers, librarians, etc., to the Arts Leadership Committee.
2. Each application requires an **authorizing official** who is designated to sign contracts on behalf of the school. Public Schools may list their principal or superintendent and private schools should list the school principal.
3. Each school is required to send five (5) or more staff to the WSI Summer Institute. Minimum required attendance: 5
4. Each school is required to send five (5) or more staff to the WSI Winter Institute. Minimum required attendance: 5
 - o *The project director, principal, lead teachers from each grade level, curriculum coordinator and the art specialist(s) is an ideal group of attendees. Send a variety of new and returning staff members. Except for the project directors and administrators, each event should bring together a different team in order to spread the opportunities throughout the staff.*
5. Please use 12-point font and include section titles in your narrative.

PROGRAM CALENDAR

2017

August 15:	Program Acceptance Letter due – this will be sent electronically
August 1-15:	AIC Arts 101 Training (new)
October 2:	Session Proposals are due for both Institutes
November 1:	Notifications will be sent regarding session proposals
November 15:	Magnificent Masterpieces artwork due to MAC office
December 1:	Last day to submit a contract request form
December 4:	Winter Institute Registration opens
December 16:	Magnificent Masterpieces Art Showcase (MS Museum of Art 12:00 – 3:00 PM)

2018

February 1:	AIC application draft deadline for new schools
February 1:	Applications available online
February 2-3:	Winter Institute at Belden Center, Tupelo
March 1:	WSI application deadline
March 8:	Arts Day at the Capitol
April 2:	Summer Registration Opens
May 15:	Final Report due to WSI Director
May 26:	Registration Deadline for Summer Institute
June 11-15:	WSI Summer Institute – MS Gulf Coast Community College
July 1:	Award Notifications for 2018-2019

Magnificent Masterpieces Showcase for WSI and Model Schools

December 16, 2017 (12:00 – 3:00 PM)

Mississippi Museum of Art

Purpose: To expose and educate the community about the benefits of arts education – especially arts integration – through an exhibition of student work produced by students in Model Schools and WSI Schools.

Invitees: Current Model and WSI Schools

Submission Guidelines:

- Submit at least six (6) pieces of artwork in good condition (both front and back)
- 2-D items in good shape produced by high quality arts-integrated lessons must be **mounted**
 - *black paper is preferred*
- **Label** each piece of artwork with a school-generated label so all artwork is labeled in a uniform way. Include this information:
 - Child's name, age, and grade
 - School name
 - Medium used in the artwork
- Arts-integrated **lesson objective/goal (only if submitting artwork for MDE)**
- 4 or 5 mounted **photos** of the students working on their artwork or students posing with their artwork (**only if submitting art work for MDE**)
- Include a scan code linking to a video
 - **Scan codes – required for artwork submitted for MDE**
 - <http://www.grstuff.com/> (This is a free site, but there are some restrictions)
 - Do not resize the QR code, use original size generated by company
 - Why do we want this? We want to meet the artist and find out something about the project.

Project director(s) or other school representative should attend the event.

Send invitations to students/parents announcing the event – let them know which student artwork will be featured.

Invite the faculty/staff to the exhibit.

Artwork must be picked up from the Museum following the event or picked up from the MAC office within 30 days. Local schools' pieces will be left at the Museum for pick-up. Each school will be responsible for making arrangements to claim their artwork. MAC/WSI will not be able to return any artwork through the mail. Unclaimed artwork will be discarded after 30 days.