



Mississippi Whole Schools

Model School

Program Requirements

1. Attendance and full participation of five (5) classroom teachers and one (1) administrator at the annual MWS Summer Institute is required for all participating schools.
2. Schedule and host a minimum of three (3) Model School Tours as a professional development and networking opportunity for the MWS community.
3. The Arts Leadership Committee will plan and implement monthly meetings at the school to support growth and document the school's progress within the MWS Growth Planner Journey Map.
4. Full participation and attendance of the school's program administrative team is required at the MWS Leadership Retreat.
5. The Arts Leadership Committee will work with field advisor and utilize the MWS Growth Planner to determine and achieve the school's individual goals.
6. Sponsor and host a minimum of two (2) professional teaching artists on campus to provide professional development and classroom demonstration lessons.
7. Each classroom of the Model School should display the Kennedy Center's Arts Integration definition and arts elements poster provided by MWS.
8. Attendance and full participation of five (5) staff to the Winter Institute, including one of the school's project directors or program administrators.
9. Submit student artworks for inclusion in the Magnificent Masterpieces Online Showcase.
10. Attendance and full participation of four (4) classroom teachers and (1) Program Administrator to one (1) pre-scheduled Model School Tour.
11. Model School is a 2-year status level, but schools must apply each year to receive funding. Alternating yearly applications vary based on where the school is in the 2-year cycle.
12. Submit at least two (2) session proposals for consideration at the Winter and Summer Institutes, for a total of four (4) proposals. MWS may ask for specific proposals (based on the school's strengths) to fill gaps in programming as needed.
13. Submit required final project documentation by May 15.
14. Model Schools must provide a \$10,000 match for support services.



15. Include MAC/Whole Schools logos on the school's website and all pertinent print pieces.
16. Notify MAC in writing using Mississippi Whole Schools Change Form to inform of any changes in the personnel or activities of the project.



Model School Program Descriptors

Attendance and full participation of five (5) classroom teachers and one (1) administrator at the annual MWS Summer Institute is required for all participating schools.

- If the school community, certified and non-certified staff, is 40+ people, the campus must send 15% of staff to all Whole Schools-sponsored events
- One of the school's project directors is required to attend and may be counted as one of the school's minimum numbers.
- One of the school's administrators (principal/assistant principal) is required to attend. Administrators are not included in the minimum classroom teacher count.
- Model Schools are provided with registration fees for five (5) participants and (1) principal.
- Schools provide travel and lodging fees for the attending staff members and may include those expenses within the matching funds budget report.

Schedule and host a minimum of three (3) Model School Tours as a professional development and networking opportunity for the MWS community.

- Model Schools must provide MAC with three (3) dates that the school will be providing model tours for member schools. **Dates should be between October and March of the current school year.**
- Tours should be tailored to meet the needs of the participating campus and include model demonstration lesson options, school tours, and a networking and debriefing session with the school's program administrators.
- Participants should be able to view a complete model lesson (Introduction to Closing Reflections).
- Principals and Project Directors should be available to facilitate the tours and participate in the debrief discussion.
- Model Schools should provide the visiting school with the tour agenda two (2) weeks prior to the scheduled event.
- Visiting schools should receive copies of the MWS Model Tour Reflection/Evaluation Form and model lesson plans upon arrival.



The Arts Leadership Committee will plan and implement monthly meetings at the school to support growth and document the school's progress within the MWS Growth Planner Journey Map.

- The Arts Leadership Committee (ALC) will assess and develop the school's goals and action steps with the MWS Growth Planner Journey Map. (Aug/Sept)
- The ALC will document progress and provide supporting evidence within the school's journey map during monthly meetings. (Jan/April/May)
- **Please Note:** Grant review panelists highly recommend a more thoroughly developed journey map.
- Include documentation on how MWS funds are utilized.

Full participation and attendance of the school's program administrative team is required at the MWS Leadership Retreat.

- The MWS Leadership Retreat continually evolves to meet the current needs of the program and the participants. The Leadership Retreat model focuses on informing and empowering principals and project directors as they lead their campuses in arts integrated learning practices.
- The leadership retreat is typically a one and a half (1.5) day retreat focusing on team building, goal setting, research, and resources.
- Principals and both Project Directors are required to attend.

The Arts Leadership Committee will work with field advisor and utilize the MWS Growth Planner to determine and achieve the school's individual goals.

- MWS Field Advisors will conduct site visits for face-to-face meetings with the school's arts leadership committee and program administrators.
- The advisor will offer guidance in strategic planning and the development of the school's growth planner. This includes a focus on goals and action steps and offers relevant feedback for overall growth and effectiveness in arts integration.
- Refer to the Leadership Guidebook for additional information.

Sponsor and host a minimum of two (2) professional teaching artists on campus to provide professional development and classroom demonstration lessons.

- ALC should identify, contract, and collaborate with two professional teaching artists to support the school's growth.



- Working with teaching artists and field advisor, develop a professional development agenda that provides model demonstration lessons in the regular classroom for teachers to observe arts integration lessons in action.

Submit at least two (2) session proposals for consideration at the Winter and Summer Institutes, for a total of four (4) proposals. MWS may ask for specific proposals (based on the school's strengths) to fill gaps in programming as needed.

- Peer sessions provide a collaborative curricular model for teachers with a clear vision and understanding of what best practices look like in the classroom.
- Proposals should present new and adapted strategies.
- Proposals should be written for the audience it will address. Do not copy and paste classroom lesson plans.
- Proposal content should be reflective of the chosen time frame (60 minute or 90 minute).
- Peer share lessons should thoroughly address the content connections and artistic processes when applicable.

Each classroom of the Model School should display the Kennedy Center's Arts Integration definition and arts elements.

- Posters are provided by Mississippi Whole School.
- Poster should be prominently displayed in a location appropriate for teacher and student use.

Attendance and full participation of five (5) staff to the Winter Institute, including one of the school's project directors or program administrators.

- Regional training locations will be offered.
- Regional trainings formats are designed based on the input provided through needs assessments and MWS advisory committee.

Submit student artworks for inclusion in the Magnificent Masterpieces Showcase.

- Model Schools are required to submit original student artworks resulting from an arts integrated lesson.
- Different art forms must be represented. Art form representations should be determined through ongoing collaboration with field advisor and arts leadership committee.
- Schools are encouraged to collect classroom artworks regularly allowing the ALC to review and select each artwork entry prior to the final deadline.



Attendance and full participation of four (4) classroom teachers and (1) Program Administrator to one (1) pre-scheduled Model School Tour.

- Schools may not visit the same model school in consecutive years.
- Model tours provide an additional professional development opportunity for staff members outside of the school.
- Model tours support the staff's growth by providing differing examples of campuses doing similar work with equal expectations.
- Each Model school has its own unique strategies for addressing the school's goals. Model schools should continue to network and learn from other Model campuses.

Model School must apply each year to receive funding.

- Model School status is a 2-year commitment but in order to receive funding, schools must apply each year.
- Application open February 1st and are due April 1st.
- Site visit reviews are conducted every other year as part of the Model status reapplication process.
- Applicants will be asked to select the correct Application Type when applying. This modification was made to steam-line the application process and help lessen the load on the school's program administrators. Please follow the guide below when selecting the correct application type

Choices:

A - Currently a Model School (in Year 1 of 2) applying for Year 2 of the cycle (The campus was reviewed on-site last year)

B - Currently a Model School (in Year 2 of 2) applying for Year 1 of a new cycle (The campus will be reviewed on-site this year)

C - Currently a Whole School applying for Model School (New Applicant)

- Model Schools (Year 2 of 2) must submit 3 review date options occurring in the month of February for the Model Review Panel's site visit.
- Reapplying Model schools undergo a one-day on-site review in February and should begin preparations now. More information may be found on the MWS member page.

Submit required final project documentation by May 15.

- Final reports are assigned to all grantees and can be found on the school's eGrant dashboard.
- Model Schools will be required to reflect on the program's impact and provide appropriate documentation.



Model Schools must provide a \$10,000 match for support services.

Qualified sources may include:

- Title 1 and 2 funds (for professional development and travel)
- PTO/PTA funds (including fundraisers, donations, and other related efforts)
- School 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 Arts Education Director if you have challenges identifying matching sources.

Sample Budget Report

Match Source	Dollar Amount (\$)
Entergy	\$2,000
PTA/PTO	\$1,000
District Funds	\$7,000

Include MAC/Whole Schools logos on the school's website and all pertinent *print pieces*.

- The recognition should read as follows: *"This project is supported in part by funding from the Mississippi Arts Commission, a state agency, and the National Endowment for the Arts, a federal agency."* When written programs are not used, credit should be given verbally.
- MAC logos can be found on the MAC website at <https://arts.ms.gov/grants/grant-resources> (scroll to bottom of page).
- MWS logos can be found in the program resource section of the member page at <https://mswholeschools.org>

Notify MAC in writing using Mississippi Whole Schools Change Form to inform of any changes in the personnel or activities of the project.

- The MWS change form is the Mississippi Arts Commission approved document required for all significant grant and program changes.
- A fillable form can be found on the resource section of the MWS Member page.