



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 \$5,000 cash match and a \$5,000 in-kind 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 and Pacing Recommendations

- **MWS Summer Institute (July)**
 - 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 ten (10) staff members and one (1) principal
 - Schools provide travel and lodging fees for the attending staff members and may include those expenses within the matching funds budget report

First Semester

- **Host Three (3) Model School Tours**
 - Model Schools must provide MAC with three (3) dates that the school will be providing model tours for visiting 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 work with field advisor and utilize the MWS Growth Planner to determine and achieve the school's individual goals. (Aug/Sept)**
 - Assess the schools progress-Growth Planner (Rubric)
 - Construct goals and develop actions steps for achieving the goals (Journey Map)
 - Identify potential teaching artists to support the work
 - Ensure each classroom has prominently displayed the Arts integration definition and Elements poster for instructional purposes



- **Applications for MWS Capacity Grant Closes Sept 1st**
 - Capacity Building Project Grants range from \$2,000 to \$5,000 and **do not require a cash match** from the applicant schools.
 - Proposed projects must align with the goals outlined in applicant's MWS Growth Planner.
- **WS Leadership Retreat (Typically early Fall)**
 - Principals and both Project Directors are required to attend.
- **Collaborate and develop the school's Arts Training and Events Calendar which includes**
 - Monthly ALC planning meetings
 - Monthly arts integration planning and training sessions; both internal and external
 - A minimum of **two teaching artist trainings and classroom demonstrations**
 - Arts performances and events; both internal and external (field trips)
- **Submit four (4) session proposals**
 - Model Schools are required to submit (2) proposal for winter and (2) proposal for Summer
 - Proposals should present new and adapted strategies.
 - Proposals should be written for the audience it will address and the time slot available. 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 and artistic processes when applicable

Second Semester

- **Document progress and collect supporting evidence**
 - The ALC will document progress and provide supporting evidence within the school's journey map during monthly meetings. (Jan/April/May)
 - Program administrators should begin collecting teacher testimonials
 - Use informal and formal assessments to determine and address the school's needs
 - **Please Note:** Grant review panelists highly recommend a more thoroughly developed journey map
 - Model Schools should include documentation on how MWS funds are utilized.
- **Magnificent Masterpiece Showcase artwork**
 - Model Schools are required to submit original student artwork resulting from an arts integrated lesson.
 - All four art forms must be represented.
 - Schools are encouraged to collect classroom artworks regularly allowing the ALC to review and select each artwork entry prior to the final deadline.
- **Winter Training Event** (typically late January or early February)



- Attendance and full participation of four (4) classroom teachers and one (1) project director at the annual MWS Winter Institute is required for all participating schools.
- Model Schools are provided with registration fees for five (5) participants.
- Schools may send additional participants at a reduced rate.

- **Model School Tour**
 - Schools may not visit the same model school in consecutive years
 - Four (4) classroom teachers and (1) program administrator is required to participate
 - Ensure all participants complete a model tour reflection form

- **MWS applications open Feb.1st and are due April 1st**
 - 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 Final Project Report (Due May 15th)

- 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 \$5,000 cash match and a \$5,000 in-kind 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