



Chicago Arts Partnerships in Education

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## CAPE Arts Education Partnership Planning Guide at the School Level

Selecting the right arts partner

### 1. LONG TERM GOALS

- To the best of your ability, list all the arts resources, internal and external, that serve each grade in your school
- Where are the holes and overlaps in arts provision?
- What are the school's FIVE-YEAR goals for school improvement through arts education? (Assume that the school's arts education plan is completely successful- what would observers to the school see going on in the school 5 years from now that they don't see now?)

***How do the offerings of the external arts education program move the school toward these long-term goals? How does the program connect to existing programs?***

### 2. WHO PARTICIPATES IN THE INITIAL PROGRAM?

- In which clearly defined part of the school (grades / academic disciplines / parent programs /special ed programs / bilingual programs, etc.) will the program be initiated?
- How will the initial participants be selected?

***How does the arts organization demonstrate the capacity to work with that part of the school?***

### 3. PROFESSIONAL DEVELOPMENT

- What are the professional development structures and opportunities in your school?
- What kind of professional development will the participants (teachers, administrators, reading specialists, parents, older students, etc.) need in order to implement and sustain the program?

***How does the arts organization demonstrate the capacity to provide the kind of professional development your school needs to implement and sustain the program? To co-develop professional development with and encourage leadership from your faculty?***

### 4. LEADERSHIP, PLANNING, AND SUSTAINABILITY

- Who will be the core decision-makers to develop, implement, and monitor the school's arts plan? How will the planning team be structured to include more than the arts teacher(s). When will they meet?
- How will protected planning time for participating teachers be structured? Who is in charge of scheduling?
- How will budget decisions be made? Who is in charge of cash disbursements?
- If the partnership is applying for grants, who has capacity to write grant proposals, and how will the whole planning team be informed of all proposals?

***How does the arts organization demonstrate capacity to co-plan and co-lead with teachers, to share clear budget information, and to co-develop and administer grants?***