



WAYNE- FINGER LAKES
 Board of Cooperative
 Educational Services

131 Drumlin Court
 Newark, NY
 14513-1863
 315-332-7725
 FAX (315) 332-2117

Wayne-Finger Lakes BOCES

ARTS-IN-EDUCATION PROGRAMS 2023-2024
Request for Visiting Artists/Experts/Field Trips

Please Note: This request must be received by BOCES 4-6 weeks prior to the event.

Requests for reimbursement to the district will be denied, as this compromises the aid-ability of the CoSer. Person requesting Arts in Ed approval is responsible for preliminary organization of event/performance.

District: _____ **Building:** _____

Name of Person Completing the request: _____

Email address of person completing the request: _____

Name of Artist/Organization: _____

Name of Program Requested: _____

Address: (Artist/Venue) _____

Artist/Organization Phone: _____

Artist/Organization Email: _____ (please verify correct email)

TOTAL CONTRACTED FEES: \$ _____ **(Amount due from school)**

BOCES will not aid transportation, meals or lodging.

Does this require pre-payment at time of service? _____

***note: Payment through Arts in Education cannot be made in advance. Typically, checks will be mailed AFTER the event. In some cases, delivery of checks can be made on the day of the event.**

Date	Time	# Performances	# Workshops	Location

(Reminder - Artists working in schools in excess of 5 days will require fingerprint and criminal background clearance)

Students _____ **Grade Level(s)** _____ **#Teachers** _____

Primary Art Form (Choose one): **Dance** **Music** **Visual** **Theatre**

Media Arts

Preparation: How will you and your class prepare for this program/activity?

District:

Artist or Group:

Learning Target/Outcomes: Briefly describe what students will learn from this activity and the role the activity plays.

Anchor Standards for the Arts (Choose all that apply):

1. Generate and conceptualize artistic ideas and work.
2. Organize and develop artistic ideas and work.
3. Refine and complete artistic work.
4. Analyze, interpret, and select artistic work for presentation.
5. Develop and refine artistic work for presentation.
6. Convey meaning through the presentation of artistic work.
7. Perceive and analyze artistic work.
8. Interpret intent and meaning in artistic work.
9. Apply criteria to evaluate artistic work.
10. Synthesize and relate knowledge and personal experiences to make art.
11. Relate artistic ideas and works with societal, cultural and historical context to deepen understanding.

Other Standards and appropriate curricular connections if any:

Signature of Building Principal: _____

Phone Number: _____ **E-mail:** _____

Signature of Arts in Ed Coordinator: _____

Phone Number: _____ **E-mail:** _____

District Approving Signature: ** _____

**** District Approving Signature certifies that this request does not include any transportation, food or lodging costs for students, teachers or chaperones, and may be a business official, superintendent, or assistant superintendent.**

E-mail completed form to cassie.gratton@wflboces.org

Fax: 315-332-2117