2017 – 2018 WITNESS
Partner School Agreement

VOCALESSENCE
WITNESS

Welcome to the WITNESS School Program! The WITNESS School Program includes two free school workshop visits with a WITNESS Teaching Artist, a program orientation and professional development seminar for teachers, and a field trip for your students to attend the annual WITNESS Young People's Concert on Friday, February 16 or Tuesday, February 20, 2018 at 10:15am and 12:15pm at Orchestra Hall in downtown, Minneapolis.

As we enter into this partnership, each party agrees to the following:

The school agrees to:

- Have the workshops approved and endorsed by the principal and/or arts coordinator (*note: workshops are a vital program component, and are not considered optional.*)
- Provide a primary contact person and a list of other teachers participating in the WITNESS School Program.
- Provide the artist and students with the necessary space and materials for the workshops.
- Acknowledge participation in the WITNESS School Program in all publications with the following credit: "The WITNESS School Program is an educational service of VocalEssence. More information at www.vocalessence.org."
- Allow participating students and teachers to attend one performance of the WITNESS Young People's Concert on either Friday, February 16 or Tuesday, February 20, 2018 (tickets $3.50 each; partial bussing subsidies available for eligible schools).

Primary contact and all participating teachers agree to:

- Attend the WITNESS Teacher Orientation Seminar on **Saturday, September 30, 2017** (it is mandatory that at least one teacher or administrator attend in order for your school to participate in the program; **if no representative(s) attend, your school may not be eligible to participate in the program**.)
- Fill out all paperwork including the WITNESS Artist Request form and School Profile form promptly and fully.
- Participate in the pre-workshop planning meeting 1-3 weeks prior to the workshop with the WITNESS Teaching Artist to establish what the artist will teach and what the participating classroom teachers need to do to successfully prepare students for the workshops.
- Prepare students for the workshops and concert by utilizing the WITNESS Teacher Resource Guide curriculum and materials.
- Complete any follow-up work requested by the Teaching Artist between workshop visits.
- Distribute and complete the evaluations provided by VocalEssence (including arranging for appropriate district-level permissions to distribute student surveys, as required by your school).

VocalEssence agrees to:

- Match the school with a teaching artist who is compatible with the school's needs and environment. **Note that while schools will have the opportunity to propose their top three artist choices, they may get paired with an artist that falls outside of their preferences due to artist availability.**
- Schedule the workshops and pre-workshop planning meeting at times that work for the school and the artist.
- Provide teachers and artists with professional development opportunities.
- Provide the school with copies of the WITNESS Teacher Resource Guide and accompanying materials.
- Provide assessment tools to evaluate the workshops.

The WITNESS Teaching Artist will:

- Attend the pre-workshop planning meeting.
- Establish a partnership with teachers to present workshops that relate to the WITNESS theme and curriculum, and are appropriate for the specified grade level and school.
- Have open discussions with the teachers about the workshop goals and objectives, follow-up instruction and assessment.
- Be on time for all meetings and workshops.

This letter of agreement confirms the participation of _____
as a 2017-2018 WITNESS Partner School. FULL NAME OF SCHOOL

By signing this letter of agreement, **you are acknowledging your acceptance of the terms listed above** as a 2017-2018 WITNESS Partner School. Return to VocalEssence **by September 1, 2017** in order to secure your spot. Note: tickets for the WITNESS Young People's Concert often sell out early by early summer. We highly recommend submitting your ticket order early to ensure that enough seats will be reserved for your school group.

Please an "X" by your preferred choice of date and time for the WITNESS Young People's Concert:

___ Friday, February 16, 2018 at 10:15am

~~___ Friday, February 16, 2018 at 12:15pm~~ **SOLD OUT!**

___ Tuesday, February 20, 2018 at 10:15am

___ Tuesday, February 20, 2018 at 12:15pm

Number of seats to reserve for your school: _____ (including chaperones & teachers)

Note: You will have an opportunity to make changes in your reservation at a later date; We will do our best to honor your preferred YPC date and time, but VocalEssence may not be able to accommodate all preferences and thus assign schools to another performance date/time that aligns with the school's schedule.

_____ _____
Participating Teacher Name Participating Teacher Name

_____ _____
Participating Teacher Name Participating Teacher Name

_____ _____
Principal/Arts Coordinator (Print Name) Signature

_____ _____
Primary Contact Person (Print Name) Signature

_____
Primary Contact phone e-mail

_____ _____
Mary Ann Aufderheide, Executive Director, VocalEssence Date