



**WAYNE-  
FINGER LAKES**  
Board of  
Cooperative  
Educational  
Services

Enrichment Services  
Eisenhower Building  
131 Drumlin Court  
Newark, NY 14513-1863  
FAX (315) 332-2117

Mary Harvey  
Enrichment Coordinator  
Mharvey@edutech.org  
(315) 332-7265

**Wayne-Finger Lakes BOCES  
ARTS-IN-EDUCATION PROGRAMS 2018-19  
Request for Visiting Artists/Experts/Field Trips**

**Please Note: This request must be received by BOCES at least 6-8 weeks prior to the event being scheduled unless authorized by BOCES Enrichment Coordinator.**

**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/Organization Phone:** \_\_\_\_\_

**Artist/Organization Email:** \_\_\_\_\_

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

**BOCES will not aid transportation, meals or lodging.**

**Does this require pre-payment? (List the amount and due date)** \_\_\_\_\_

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:**

**Name of Building Contact for this Program:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Name of District Arts 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.**

**E-mail completed form to [mharvey@edutech.org](mailto:mharvey@edutech.org)**

**Fax: 315-332-2117**