

## Arts Integrated Residency Planning Meeting with Teaching Artist

<b>WHEN</b>	At least 3-4 weeks prior to residency start. One planning meeting per grade band. Recommend 45-60 minutes per grade band.
<b>WHO</b>	<input type="checkbox"/> All Grade Level Teachers <input type="checkbox"/> Right Brain Arts Integration Coach <input type="checkbox"/> Teaching Artist <input type="checkbox"/> Principal (as available)
<b>WHY</b>	<b>Preparing for arts-integrated residency with Teaching Artist</b> Review teaching collaboration and classroom culture. Define individual residency sessions. Finalize schedule and budget.
<b>RESOURCES TO BRING</b>	<b>SCHOOL</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Residency Planning Template and Schedule Form Spreadsheet</li> <li><input type="checkbox"/> Content Vocabulary</li> <li><input type="checkbox"/> Laptop to access Residency Planning documents</li> </ul> <b>TEACHING ARTIST</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Art Service Fee Form</li> <li><input type="checkbox"/> Teacher Handouts</li> </ul>

### AGENDA: Capture all notes in Residency Planning Document

1. What is the Essential Question?
2. What is the intended student outcome?
3. How will students demonstrate their knowledge?
4. What is the Teaching Artist doing before, during and after the residency?
5. What is the classroom teacher doing before, during and after the residency?
6. Discuss co-teaching and collaboration
7. Discuss classroom & school culture
8. Finalize the budget and session schedule
- 9.

### NEXT STEPS:

- Art Service Fee Form (contract) signed by Teaching Artist & Principal & submitted to Right Brain **14 days prior to residency start.**
- Spreadsheet finalized and submitted to Right Brain **minimum of 14 days prior to residency start.**
- Teaching Artist finalize Residency Plan and share with all teachers 14 days prior to residency start.
- All teachers and principal read and review the Residency Plan before the residency begins.
- Teaching Artist reads and addresses any teacher feedback in the Residency Plan
- Teachers begin any pre-residency work in the classroom
- Supplies ordered and/or organized