

# Attachment 13



# Fine Arts

**The Bridge to Excellence in Public Schools Act requires that the updated Master Plan “shall include goals, objectives, and strategies” for Programs in Fine Arts. Local school systems are expected to provide a cohesive, stand-alone response to the prompts and questions outlined below.**

1. Describe the **progress** that was made in 2010-2011 toward meeting Programs in Fine Arts goals, strategies, and objectives articulated in the system’s Bridge to Excellence (BTE) Master Plan.
2. Identify the programs, practices, or strategies and related resource allocations that are related to the progress reported in prompt #1.
3. Describe which goals, objectives, and strategies included in the BTE Master Plan were not attained and where **challenges** in making progress toward meeting Programs in Fine Arts goals and objectives are evident.
4. Describe the goals, objectives, and strategies that will be implemented during 2010-2011 and plans for addressing the challenges identified in prompt #3. Include a description of the adjustments that will be made along with related resources to ensure progress toward meeting identified goals, objectives, and strategies. Where appropriate, include timelines.

**Progress in fine arts for Somerset County included the following. We continued using a variety of funding sources to provide a fine arts performance or field trip for all students K-12. Visual Arts teachers met county wide three times to plan and set up the Visual Arts Expo which had 450 visitors. Secondary Visual Arts teachers met to refine scope and sequences using the State Curriculum as a guide. Washington High School will be offering a new Audio and Video Production course taught by the chorus and instrumental teachers. During the 2010-11 session, both Crisfield High School and Washington High School offered AP Studio Art. Chorus and instrumental music professors from Salisbury University provided professional development on four occasions to music instructors during afternoon professional development. Two instrumental and chorus concerts were held at each secondary school and both band and chorus performed several times in the community. One band directors attended Marching band camp in July. There were two drama productions at Washington High School. All elementary schools held at least one drama and music production. Both Crisfield and Washington High School had students to participate in All-Shore Band. Students from Washington High School participated in Regional Chorus. A new choral director was hired to work at both Crisfield and Somerset Intermediate. New risers were purchased for the cove**

#### **Related Resource Allocations**

The Maryland Fine Arts Initiative provided transportation or admission money so that all students could attend a fine arts performance or participate on a fine arts based field trip. The professional development provided for fine arts instructors by local artists was paid for by the Fine Arts Initiative. Visual Arts and chorus and instrumental music Instructors received stipends for curriculum work completed during June after school was out. Refreshments for the reception for the Visual Arts Expo were provided by the Fine Arts Initiative. Student groups from Crisfield High School attended plays in New York City with assistance from the Fine Arts Initiative.

**Challenges** include providing chorus experiences at both Crisfield High School and Somerset Intermediate since they shared an instructor. Drama was not offered at Crisfield this year.

**Goals, Objectives, and Strategies**

1. We will provide a variety of fine arts experiences outside of classroom offerings for K-12 students.
2. We will encourage students to participate in local and regional exhibitions and competitions.
3. We will offer a new course at Washington called *Audio and Video Production* .
4. We will provide stipends for after-hours curriculum work for fine arts teachers.
5. We will continue content specific professional development and vertical teaming for fine arts instructors on six occasions during the 2011-12 session.
6. We will provide access to regional or state meetings for fine arts instructors.
7. We will continue to offer *Advanced Placement Studio Art* at both high schools.
8. We will continue to work toward improving the choral offering at both high schools.

**A. BUDGET INFORMATION AND NARRATIVE**

1. Provide a detailed budget on the *MSDE Proposed Fine Arts Budget Form*. The Proposed Budget must reflect how the funds will be spent, organized according to the budget objectives. MSDE budget forms are available in Excel format through the local finance officer or at the *MSDE Bridge to Excellence Master Plan Web Site* at [www.marylandpublicschools.org](http://www.marylandpublicschools.org).
2. Provide a detailed budget narrative using the “Guidance for Completion of the Budget Narrative for Individual Grants.” (pp. 11-13 of this guidance document). The accompanying budget narrative should detail how the school system will use Fine Arts funds to pay only reasonable and necessary direct administrative costs associated with the operation of the Fine Arts program. **All expenditures must be directly linked to the goals, objectives, and strategies identified in Attachment 13 of the BTE Master Plan.**

## **Fine Arts Budget Narrative**

The FY2012 Fine arts Initiative has been designed to supplement local school division expenditures to provide an effective offering for the students of the school system. The expenditures not only will provide fine art opportunities for students but will increase staff knowledge and expertise.

### **Instructional Category/Regular Program/Contracted Services- \$2940**

\$2850 has been allotted for contract services to provide performance opportunities for every student within the school system during the 2011-2012 school year (Goal 1).

This money will be used to pay for performances on campus or to pay for admission for performances elsewhere. The Master Plan Goal for the school system is for every student in the school system to either attend a concert, performance, or exhibit.

Examples would be plays, concerts, or trips to museums or exhibitions.

- 5 elementary performances or visits to art exhibitions or museums with admission supplement of \$300 each- \$1500
- 3 secondary performances or visits to art exhibitions or museums with admission supplement of \$300 each- \$900
- Supplements for three secondary instrumental trips- \$180 each= \$540.

### **Instructional Category/Regular Program/Supplies and materials- \$700**

To improve visual arts instruction, \$700 has been allotted to supplement supplies and materials to encourage students to enter local and regional competitions and exhibitions (Goal 2).

- Mounting and presentation materials. \$700

### **Instructional Category/Instructional Staff Development/Supplies and Materials- \$124**

A reception is provided for visitors on the first evening of the Visual Arts Expo. The Culinary Arts Program provides labor and service to provide punch and cookies for the approximate 400 people who will attend. (Goal 2)

Materials for punch and cookies= \$124

### **Instructional Category/Instructional Staff Development/Supplies and Materials- \$200**

\$200 has been allotted to provide new music for both high school choruses. (Goal 8)

- High School Chorus materials \$200

### **Instructional Category/Instructional staff Development/Salaries & Wages- \$1200**

To ensure that the school staff follows the Fine Arts SC, stipends are provided for all fine arts teachers to work a half day during the summer to develop or improve scope and sequence so that there are no major imbalances in what is included or omitted (Goal 4). This money will be used to pay teachers to attend curriculum workshops outside of

the regular school hours. Teachers are paid \$20/hr. for after hours curriculum work or professional development.

10 teachers x 6 hours x \$20/hr= \$1200

#### **Instructional Category/Instructional Staff Development/Contracted Services-\$1800**

To provide the best instructional practices for both visual arts and performing arts, staff at local universities or local professional artists will be contracted to provide professional development on three occasions (Goal 5). The cost per 2 hour workshop is \$200.

- Visual Arts- 3 workshops x \$200= \$600
- Chorus- 3 workshops x \$200= \$600
- Instrumental Band- 3 workshops x \$200= \$600

#### **Instructional Category/Instructional Staff Development/ Other Charges- \$1950**

This money will provide for three staff members to attend a regional or national conference. (Goal 6)

- Conference and workshop fees will be \$1200  
3 teachers x \$400
- \$450 is allotted for lodging  
3 days x \$150
- \$300 has been set aside for food  
6 days x \$50

#### **Student Transportation/Contract Services- \$1925**

To support student performances, \$1925 has been allotted for student transportation under the category of contracted services. In most cases, the transportation will be provided by our regular contract bus drivers. At other times, charter busses will have to be used. These calculations assume eight programs off campus. (Goal 1)

- 8 Trips with local drivers=
  - Driver's fee per bus- 3.3 hours x \$15/hr + \$100 average mileage fee+ \$25 startup fee= \$175 per bus per trip
  - 1 bus per trip
  - 8 Trips- 8 trips x \$175=\$1400
- Supplements for transportation for secondary instrument/drama trips- 3 schools x 1 bus for \$175= \$525

#### **Fixed Charges/Other Charges- \$95**

\$95 in fixed charges has been included to reflect the associated salary costs of FICA (.0765) and Workman's Compensation (.00263) based on \$1200 for salary stipends. The purpose of the workshops is to write scope and sequences based on the new VSC (Goal 4).

- \$1200 x .0765= \$92.00
- \$1200 x .00263= \$3.00
- Total= \$95.00

**TOTAL= \$10934**

	A	B	C	D	E	F
2		<b>Somerset Fine Arts 2012 Line Item</b>				
3						
4	<b>Category/Object</b>	<b>Line Item</b>	<b>Calculation</b>	<b>Amount</b>	<b>In-Kind</b>	<b>Total</b>
5						
6	Instructional	Elementary Field Trips	5 trips x \$300	1,500.00		
7	Category/Regular	Secondary Field Trips	3 trips x \$300	900.00		
8	Program/Contract	Instrumental Trips	3 trips x \$180	540.00		
9	Services					2,940
10	Instructional	Mounting Materials	7 tch X 100.00	700		
11	Category/Regular					
12	Program/Supplies and					
13	Materials					700
14	Instructional	Refreshments for Visual	Cookies and	124.00		
15	Category/Regular	Arts Expo Reception	Punch for 400			
16	Program/Supplies and					
17	Materials					124
18	Instructional	Music for Chorus	2 tch x \$100	200.00		
19	Category/Regular					
20	Programs/Supplies and					200.00
21	Instructional	Stipends for Methods &	10 tch x 6 hrs x			
22	Category/Instructional	Curriculum Workshops	\$20/hr	1,200.00		
23	Staff Development					
24	/Salaries and Wages					1,200
25	Instructional	Visual Arts Presenters	3 presenters x 200	600.00		
26	Category/Instructional	Chorus Presenters	3 presenters x 200	600.00		
27	Staff Development/	Instrumental Music	3 presenters x 200	600.00		
28	Contract Services					1,800
29	Instructional	Conference Fees	3 tch.x \$400	1,200.00		
30	Category/Instructional	Lodging	3 daysx150	450.00		
31	Staff Development/	Food	6 days x 50	300.00		
32	Other Charges					1,950
33		Transportation for	8 trips x 1 bus			
34	Student transportation/	student trips	x 175 per bus	1,400.00		
35	Contract Services	Fine Arts Trips	3 tripsx 175.00	525.00		1,925
36						
37						
38	Fixed charges / Other	FICA	1200 x .0765	92.00		
39	Charges	Worksman Comp.	1200 x.263	3.00		
40						95
41						
42						
43			<b>TOTAL</b>			10,934
44						
45						10,934.00
46						

ORIGINAL GRANT BUDGET	10,934	AMENDED BUDGET #		REQUEST DATE	
GRANT NAME	Fine Arts	GRANT RECIPIENT NAME	Somerset County Public Schools		
MSDE GRANT #		RECIPIENT GRANT #			
REVENUE SOURCE		RECIPIENT AGENCY NAME	Somerset County Public Schools		
FUND SOURCE CODE		GRANT PERIOD	7/1/2011	6/30/2012	
		FROM		TO	

CATEGORY/PROGRAM	BUDGET OBJECT						BUDGET BY CAT./PROG.
	01- SALARIES & WAGES	02 - CONTRACT SERVICES	03- SUPPLIES & MATERIALS	04 - OTHER CHARGES	05 - EQUIPMENT	08 - TRANSFERS	
<b>201 Administration</b>							
Prog. 21 General Support							0
Prog. 22 Business Support							0
Prog. 23 Centralized Support							0
<b>202 Mid-Level Administration</b>							
Prog. 15 Office of the Principal							0
Prog. 16 Inst. Admin. & Supv.							0
<b>203-205 Instruction Categories</b>							
Prog. 01 Regular Prog.		2,940	1,024				3,964
Prog. 02 Special Prog.							0
Prog. 03 Career & Tech Prog.							0
Prog. 04 Gifted & Talented Prog.							0
Prog. 07 Non Public Transfers							0
Prog. 08 School Library Media							0
Prog. 09 Instruction Staff Dev.	1,200	1,800		1,950			4,950
Prog. 10 Guidance Services							0
Prog. 11 Psychological Services							0
Prog. 12 Adult Education							0
<b>206 Special Education</b>							
Prog. 04 Public Sch Instr. Prog.							0
Prog. 09 Instruction Staff Dev.							0
Prog. 15 Office of the Principal							0
Prog. 16 Inst. Admin & Superv.							0
<b>207 Student Personnel Serv.</b>							0
<b>208 Student Health Services</b>							0
<b>209 Student Transportation</b>		1,925					1,925
<b>210 Plant Operation</b>							
Prog. 30 Warehousing & Distr.							0
Prog. 31 Operating Services							0
<b>211 Plant Maintenance</b>							0
<b>212 Fixed Charges</b>				95			95
<b>214 Community Services</b>							0
<b>215 Capital Outlay</b>							
Prog. 34 Land & Improvements							0
Prog. 35 Buildings & Additions							0
Prog. 36 Remodeling							0
<b>Total Expenditures By Object</b>	1,200	6,665	1,024	2,045	0	0	10,934

Finance Official Approval	Vicki Miller			410-651-1616
	Name	Signature	Date	Telephone #
Supt./Agency Head Approval	Dr. Marjorie E. Miles			410-651-1616
	Name	Signature	Date	Telephone #
MSDE Grant Manager Approval				
	Name	Signature	Date	Telephone #

**GENERAL ASSURANCES**

By receiving funds under this grant award, I hereby agree, as grantee, to comply with the following terms and conditions:

1. Programs and projects funded in total or in part through this grant will operate in compliance with State and federal statutes and regulations, including but not limited to the 1964 Civil Rights Act and amendments, the Code of Federal Regulations (CFR) 34, the Elementary and Secondary Education Act, Education Department General Administrative Regulations (EDGAR), the General Education Provisions Act (GEPA) and the Americans with Disabilities Act.
2. The Maryland State Department of Education (MSDE) may, as it deems necessary, supervise, evaluate and provide guidance and direction to grantee in the conduct of activities performed under this grant. However, failures of MSDE to supervise, evaluate, or provide guidance and direction shall not relieve grantee of any liability for failure to comply with the terms of the grant award.
3. Grantee shall establish and maintain fiscal control and fund accounting procedures, as set forth in 34 CFR Parts 76 & 80 and in applicable statute and regulation.
4. Grantee shall adhere to MSDE reporting requirements, including the submission of all required reports. **Failure to submit complete, accurate, and timely progress and final reports may result in the withholding of subsequent grant payments until such time as the reports are filed.**
5. Entities receiving federal funds of \$500,000 or more must have an annual financial and compliance audit in accordance with OMB Circular A-133.
6. Grantee shall retain all records of its financial transactions and accounts relating to this grant for a period of three years, or longer if required by federal regulation, after termination of the grant agreement. Such records shall be made available for inspection and audit by authorized representatives of MSDE.
7. Grantee must receive prior written approval from the MSDE Program Monitor before implementing any programmatic changes with respect to the purposes for which the grant was awarded.
8. Grantee must receive prior written approval from the MSDE Program Monitor for any Budgetary realignment of \$1,000 or 15% of total object, program or category of expenditure, *whichever is greater*. Grantee must support the request with reason for the requested change. Budget alignments must be submitted at least 45 days prior to the end of the grant period.
9. Requests for grant extensions, when allowed, must be submitted at least 45 days prior to the end of the grant period.
10. Grantee shall repay any funds that have been finally determined through the federal or State audit resolution process to have been misspent, misapplied, or otherwise not properly accounted for, and further agrees to pay any collection fees that may subsequently be imposed by the federal and/or State government.
11. If the grantee fails to fulfill its obligations under the grant agreement properly and on time, or otherwise violates any provision of the grant, **including maintaining proper documentation and records as required by pertinent federal and State statute and regulations**, MSDE may suspend or terminate the grant by written notice to the grantee. The notice shall specify those acts or omissions relied upon as cause for suspension or termination. Grantee shall repay MSDE for any funds that have been determined through audit to have been misspent, unspent, misapplied, or otherwise not properly accounted for. The repayment may be made by an offset to funds that are otherwise due the grantee.

I further certify that all of the facts, figures and representations made with respect to the grant application and grant award, including exhibits and attachments, are true and correct to the best of my knowledge, information, and belief.

<b>Superintendent of Schools/Head of Grantee Agency</b>	<b>Date</b>