

ARTISTS IN THE CLASS GUIDELINES

sponsored by the Salt Spring Arts Council

Purpose is:

- to give the arts a stronger presence in the everyday life of students by bringing the artists of Salt Spring Island to class to share their skills; and
- to create an awareness of the arts in our community.

Process:

- Each summer Salt Spring Island artists from the literary, performing, and visual arts will submit their applications for participation in the Artist in the Class Program to the SSAC Artist in the Class Chair and committee. Forms will be available online and at the SSAC office.
- The AIC Committee reviews and summarizes the applications into a catalogue of artists and their presentation ideas.
- Two copies of the Catalogue of Artists is given to each Salt Spring Island school so that teachers may make selections, then contact artists directly to begin planning for class workshops.
- A copy of the Catalogue of Artists is posted on the SSAC web site (<http://www.ssartscouncil.com>)
- Artists and teachers may apply for funding at any time, but should be aware that requests will be granted as long as funding lasts, so early applications should be made even though workshops may be scheduled for a later date.
- **NOTE:** Although the teacher contacts the artist it is the responsibility of the artist to apply directly to the committee for funding for each project he or she undertakes.

Guidelines:

- The artist must be a resident of Salt Spring Island and a current member of the SSAC.
- The law mandates that anyone working in B.C. schools must provide a criminal records check; therefore, a completed criminal records check must be submitted each year with the application form. Criminal records checks are done each Wednesday between 1:30 and 4 pm at the R.C.M.P. office in Ganges.
- The SSAC will fund a maximum of 15 hours per year per artist. Workshops may be in the form of several short classes at different schools or one on-going workshop with one or more classes totaling a maximum payable of 15 hours per artist. The minimum number of students per class must be 15.
- Artists will be paid \$50 per hour for in-class time to a maximum of \$750.00 per artist per calendar year. An artist may wish to donate time or make other arrangements, but this would be separate from the SSAC Artist in the Class Program.
- Artists must have their Application for Funding a Class Workshop signed by the SSAC Artist in the Class Chair before starting the workshop.
- Fees will be paid promptly upon completion of each pre-approved project and submission of the Artist/Teacher Evaluation Form to the Artist in the Class Chair.
- Funding is per project, not per individual. A group must share the hourly rate.
- The Artist in Class Program is designed to fund tuition only. Funds for materials must be found from another source.