



2015-16
Student Handbook

Parent/Faculty Edition

Each BSA student receives a spiral bound version
of the handbook that includes a Daily Planner
The Student Handbook can also be found at www.bsfa.org.

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Baltimore School for the Arts

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All BSA faculty and staff emails follow the same format:

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2015-16 BSA Calendar

August / September, 2015

- **Monday, August 31** –
First day of school
- **Monday, September 7** –
Labor Day (closed)
- **Saturday, September 26** –
Labor of Love – Join us to clean up/fix up
the school – Volunteers welcome!

October, 2015

- **Saturday, October 3** –
Open House/Information day
- **Wednesday, October 14** –
Parent/Teacher Conferences
- **Thursday & Friday, October 15 & 16**
Professional Development Days/School
Closed for Students
- **Tuesday, October 20** –
Open School Day, New Parent Dialogues
& General Parent Meeting

November, 2015

- **November 6** –
Professional Development Day
- **Thursday & Friday, November 26 & 27** –
Closed for Thanksgiving Holiday

December, 2015

- **Tuesday, December 15** –
Parent/Teacher Conferences
- **December 24, 2014 through Sunday,
January 4, 2016** –
Closed for Winter Break

January, 2016

- **Monday, January 18** –
Martin Luther King's Birthday
- **January 26 through Friday, January 30** –
Auditions

February, 2016

- **Monday, February 15** –
President's Day (closed)

March & April, 2016

- **Saturday, March 6; Sunday, March 6;
Tuesday, March 8** –
Expressions
- **March 25 through April 3** –
Closed for Spring Break
- **Monday & Tuesday, April 25 & 26** –
Professional Development Day &
Election Day/School Closed for Students

May & June, 2016

- **Monday, May 30** –
Memorial Day (closed)
- **Tuesday, June 7** –
Graduation

History, Philosophy and Mission of the Baltimore School for the Arts

Welcome to the Baltimore School for the Arts!

Since opening its doors in 1980, the Baltimore School for the Arts (BSA) has created opportunities for talented students who aspire to a career in the arts. BSA offers pre-professional training in music, theatre, theatre design & production, dance and the visual arts, in conjunction with a rigorous college preparatory academic program. BSA was designed to meet the need for intensive, in-depth training at an early age. The school is one of a small number of public arts high schools in the United States.

This school is committed to the education of young artists. We stress honesty, a serious and disciplined attitude, a willingness to work hard and take risks, and individual responsibility. Students are held to recognizable standards for admission, continued enrollment, and graduation. The atmosphere within the school is extremely supportive, and our faculty and staff promote a respect for the tradition of education and the arts.

Our faculty is comprised of professional visual artists, musicians, dancers and actors, and certified, highly qualified academic teachers. Although the school's focus is on the arts, our students also demonstrate significant academic success. BSA has received national recognition including:

- The school's academic test scores are among the highest in Baltimore City and rank well above the national average.
- Each year 96 - 100% of the school's graduates are accepted into colleges, conservatories, universities, and professional programs, including some of the nation's leading higher education institutions.
- In 1990 the Baltimore School for the Arts was recognized as one of the top five art schools in the country by the National Endowment for the Arts, and was designated as a Blue Ribbon School by the U. S. Department of Education.
- In 2001, the Doris Duke and Surdna Foundations named BSA as one of five leading public arts high schools in the country.
- BSA has been selected as one the Best High Schools in the nation by *Newsweek* and *US News & World Report*.

Located in the historic Mt. Vernon district, the school is within walking distance of many of Baltimore's leading arts and cultural institutions, allowing our students exposure to professional activities in the field to which they aspire. BSA also has ongoing partnerships with the Baltimore Symphony, Center Stage, the Red Cross, the Hippodrome Foundation, the Walters Art Gallery, the Maryland Historical Society, the Peabody Institute and many other sister arts institutions.

BSA's Mission

The Baltimore School for the Arts strives to be the leading pre-professional arts high school in the country. BSA provides talented students from all sectors of the community with a personally supportive and intellectually challenging environment where rigorous training in a specific arts discipline combines with a college preparatory academic education.

The School provides qualified students with intensive training in one of four arts disciplines: the visual arts, music, theatre or dance.

A further mission of the school is to serve as an arts resource for the Baltimore community by offering performances, educational workshops and extensive after-school training in the arts to children from city elementary and middle schools.

Governance & Administration

When the Baltimore School for the Arts was established in 1980, it was recognized that a pre-professional arts school would have special needs and operate differently than other public high schools. The Baltimore City School Board of Commissioners approved a charter for BSA to create a Board of Overseers to govern the school. The 35-member Board of Overseers is made up of business and philanthropic leaders, professional artists, and parents whose children are either current high school and/or TWIGS students or alumni. The Baltimore City Public School System CEO and a member of the Baltimore City School Board serve as ex-officio members. The Board of Overseers is responsible for setting important policies regarding all aspects of BSA operations including school programs and priorities, hiring of key administrators and faculty, student admission, and budget and funding of the school's programs.

The school's administrative leadership team includes the Director, Assistant Principals, and five department heads: Academic, Dance, Music, Theatre, and Visual Arts. There are also a Director of Outreach and Community Partnerships who administers the TWIGS program, and the BSA Foundation staff, which includes development officers and a comptroller.

Student Life at BSA

BSA is a special school with the mission of preparing students for careers in the arts. The BSA faculty and staff are focused on ensuring that our students thrive in their chosen arts discipline and in their academic studies. Our students are in school for an extended day from 8:30 am - 4:15 pm (afternoon dancers 4:35 pm). When students are not in their classes, they are in the studios and rehearsal halls, practicing, rehearsing, preparing, and creating. At home, they are expected to keep up with their homework and assignments. Needless to say, they are busy, very busy.

Because of this demanding schedule and the school's mission, BSA does not offer extracurricular programs and activities that are common at other schools, such as sports, clubs, or even traditional dances and mixers (though BSA does have a junior/senior prom). The faculty has learned throughout the years that at BSA camaraderie and student morale is created in a different way. Our students bond backstage, during rehearsals, in their ensembles, in the studios and at exhibition openings. BSA also plans and funds cultural outings for the students (e.g., trips to the Kennedy Center, New York museums, Center Stage). All of these experiences bring our students together in a way that is unique to our program.

I. Student Life and School Environment

Expectations for Successful Students

- Attend all classes regularly and punctually.
- Be prepared for your work by having an 8 1/2-by-11 inch, 3-ring loose-leaf notebook, the BSA Daily Planner, and the necessary equipment and materials requested by your teachers.
- Contribute to all your classes by participating in discussions and by being attentive to your teachers and classmates.
- Talk with your teachers frequently. Talk when you have questions or when there is a problem. If necessary, schedule an appointment. Plan to attend coach class.
- Avoid falling behind in any course work by completing your assignments on time.
- Work hard and be courteous to classmates and members of the faculty and staff.

Your progress, or the lack of it, in any class will be determined by your work, your behavior and your attitude. Following an absence, remember that it is your responsibility to identify and make-up any missed work.

Responsibility for the School Environment

Each member of the BSA community shares responsibility for a thriving school environment. This cherished school environment is a combination of people, their actions and the spaces in which we work.

As a community, the actions and attitudes of each person have profound effects. We always endeavor to be respectful of each person, hold high standards of personal behavior and foster the development of the complete individual. These aspirations are taken seriously by the faculty and students of the school and all of us bear a responsibility to monitor the environment and preserve it as the beneficial situation it has traditionally been.

We are also fortunate to have beautiful historic buildings as well as new state-of-the-art spaces. Collectively, we share the challenge of caring for these buildings and the responsibility of guarding against acts of littering, graffiti and other vandalism of the building. You are expected to set the tone of the building by comporting yourself responsibly, by cleaning up after yourself, throwing away trash in receptacles and not littering, by being aware of your noise level, and by treating everyone with courtesy and respect.

Graffiti, vandalism, and theft are antithetical to all that the BSA community represents. A student who commits any of these acts willfully will be subject to Standards Committee review and disciplinary action. Additionally, the student and his or her family will be held responsible for monetary reparation for damage.

Relations with the Mount Vernon Community—Before & After School

We expect all students to be polite and well-behaved by displaying at all times mature, respectful behavior outside the school, on the streets and parks of Mount Vernon, at local stores, at bus stops, as well as on buses and trains when traveling to and from school. It is important for students to understand that student behavior in the community must conform to the same behavioral standards required of students inside the school's building.

The school does not allow students to skateboard, or congregate for purposes of singing or playing instruments or other "performance type" behaviors in the Mount Vernon Community before or after school.

The community around the school is an historic preservation district, housing many of the City's leading cultural institutions, and attracting a sizeable number of visitors. Most of the people who live or work here appreciate energetic young people, and they also respect students who have exceptional ability in the arts. Therefore, please speak in conversational tones on the street, be courteous in public,

never use profanity, and always discard trash in receptacles. Any reported incidents will be subject to Standards Committee review.

Before & After School Dismissal/School Hours

The School is open from 7:50 am to 4:30 pm. Additionally the library is open until 7 pm Monday-Thursday. Students should use morning time to attend coach class or get ready for school. By 8:25 a.m. students who are in the building should go to the area of their 1st period class.

Students who remain at school after 4:30 must be engaged in rehearsal or study and must be with a staff member, in the CCAT, or in their designated rehearsal space. Because the Baltimore School for the Arts has a long school day and there is daily homework to be completed, students are expected to take the earliest form of transportation home.

Standards Committee and Probationary Status

The Standards Committee is comprised of members of the faculty. Regularly scheduled meetings are convened to monitor individual student progress throughout the school year. For students that are struggling in academic or artistic work, further conversations occur between the student and a subcommittee (usually headed by the student's Art Department Head) of the Standards Committee. In these discussions the subcommittee and the student will consider paths to success, supports that can be offered and future ramifications.

In the event that a student is placed on probation, letters are mailed to parents advising them that major and substantive improvement in the quality of work is essential to avoid continuing problems that may lead to dismissal. Students on probation may be dismissed from the school at the conclusion of the school year.

Given the School's professional philosophy and environment, the student is held responsible for regular and punctual attendance, preparation, practice, homework, and the ability to get along with classmates and faculty.

Attendance

Attendance and punctuality are key attributes of successful students and professionals. Absence and lateness contribute to poor performance; they are also important factors considered by the Standards Committee when evaluating a student's continued status with the school.

Because some absences are unavoidable, the School maintains a guideline for student attendance of no more than nine days absence during the year (a minimum 95% attendance). Teachers may record a failing grade for less than 80% attendance in any class within any quarter of the year. Missing 8 days of school in a quarter would generally trigger this action. Please check with individual Department Heads for attendance policies specific to each discipline.

There is a clear relationship between good attendance and grades. Students who receive grades of "A" and "B" in their academic and arts classes tend to have an average attendance rate of 97% or higher (missing no more than five days of school a year). Students who receive grades of "B" and "C" have an average attendance rate of 95%, or nine or fewer days of yearly absence. It is very significant that students who have mostly low to failing grades miss more than fourteen days of a school year. This is a rate of 93% or less. The number of times a student is late to school or has early dismissals affects grades in a similar fashion.

If you are out of school with an excused absence, it is strongly advised that you call or email Ms. Evans (mevans@bsfa.org) so that your teachers can be notified and your work can be collected. You must contact BSA by 10:00 a.m. to receive academic work the same day. A work folder will be placed at the front desk and it can be picked up after 4:00 p.m. If you make your request after 10:00 am, work will be available the following day.

A parent note briefly explaining the absence is needed when the student returns to school. If the absence was related to illness and longer than 3 days, a doctor's note is required.

Attendance on Rehearsal and Performance Days

BSA and its students are successful because we value arts and academics equally. Students who do not attend all arts and academic classes will not be permitted to participate in BSA sponsored public performances that afternoon or evening. The School will make exceptions in cases of administratively approved absences. These include college interviews and professional performance obligations. Students and parents must be aware that if a student is too ill to attend classes, the school considers that student too ill to perform.

Punctuality

Being on Time for School

You are required to be seated in your first period class by 8:30 a.m. In the event you are late - *for your presence to be recorded and for you to be admitted into class* - the school requires that you do the following:

- You must obtain a late pass from the school secretary and submit it to the teacher of your class or studio.
- If you arrive any time after 9:15 a.m. you will be required to present written verification from a parent. If you fail to bring in this written note, you will be required to remain in the office until a parent can be contacted by phone.

Students who are regularly and/or excessively late will be reported to a school administrator to determine if disciplinary action is warranted. Failure to follow these procedures may result in disciplinary action and/or referral to the Standards Committee.

Being on Time for Class

Repeated lateness to class can result in a lower grade or failure for the quarter. Being late to any class five or more times constitutes excessive class lateness and can result in referral for disciplinary action or referral to the Standards Committee.

Early Dismissal

When special circumstances require that you leave school at any time before the end of the day, you must submit a note to the school secretary. It must be submitted before the start of the school day, must include an explanation from a parent, and a phone number where the parent may be reached. You will be provided with a form for verification of the early dismissal.

When there is an unforeseen need for an early dismissal initiated by the parent, we will need written verification of the request by fax or e-mail and the parent must come into the school to sign the student out. It may require up to an hour to summon a student to the reception area for early dismissal.

School or Class Cuts/Suspension

The School for the Arts exists in a busy downtown neighborhood. The school is profoundly concerned about students' safety. Students may not leave the school building during classes without supervision or official permission. BSA reserves the right to suspend any student who leaves the building without official permission.

Student absence from class or significant lateness (15 or more minutes) without permission will constitute a "cut." A student who is ill or has another serious problem must immediately report to the nurse's office. A student must inform the nurse or a school administrator to be excused from class. Unexcused absences may be considered a cut. Class or school cuts may lead to suspension.

Policy on the Use of Illegal Drugs and Alcohol

The possession, use, or sale of alcohol, marijuana, or any illegal narcotic substance, or any paraphernalia or equipment associated with the use of these substances is strictly forbidden at BSA and at any time the student is under BSA supervision, including at school sponsored off-campus events/performances and on trips.

In addition to the legal and psychological dangers resulting from substance use, the school believes there is an absolute incompatibility between learning and the state of mind when influenced by alcohol or drugs.

Violation of this policy will result in search and possible arrest and may be considered sufficient reason for suspension or dismissal. When a student is found to have possessed, used, or sold alcohol, marijuana, or other narcotic substances or any paraphernalia or equipment associated with the use of these substances at BSA or during a school-sponsored event off-campus, the BSA Standards Committee will determine the plan of action to be taken. Decisions will be made based on facts about the specific situation. The decision is made at the sole discretion and judgment of the Standards Committee and is final.

In addition, smoking is prohibited anywhere on campus and at any time the student is under BSA supervision, including at off-campus events and performances and on trips.

Dress Code

BSA students should come to school to learn and student dress should reflect the professional environment in which we work. Students should adhere to the following policy:

- Come to school dressed comfortably for work and do not bring special attention to yourself by wearing what may be regarded as a costume.
- Do not wear apparel or bring notebooks or other objects printed with vulgar, obscene or offensive statements.
- Do not wear sunglasses, hats, caps, curlers, hairnets, sweatbands, bandannas or other head coverings in the School building.

In general, the following are not considered appropriate professional attire and cannot be worn to school: slippers, pajama-type attire, undershirts, short-shorts, short skirts, halter tops, bare midriffs or see-through tops.

Student Intellectual Property Policy

Intellectual Property is a term for “products” of the human mind, such as works of creative expression like songs, plays, performances, artwork, designs, novels, and poetry, as well as life stories, aspects of your persona, and inventions. When artists create intellectual property, the legal rights in their work comprise their intellectual property rights. Various laws, like copyright, trademark, patent laws, and laws regarding privacy and rights of publicity, work together to protect intellectual property. The Baltimore School for the Arts respects and complies with intellectual property laws and expects students to do the same.

The school often documents BSA classes, rehearsals, performances, exhibitions, and students’ artwork and writings for academic, documentary, and student and school marketing purposes. The school produces, displays, and disseminates materials, publications and audio-visual materials about the school’s programs, activities, and performances. Students are not authorized to record in any manner or post on the internet any classes, rehearsals, performances, or exhibitions without the explicit permission of the school.

Return of Loaned of Materials

The Baltimore School for the Arts permits students to borrow textbooks and, at times, certain materials, supplies, equipment or musical instruments. Students are obligated to return these items in good condition or to make restitution for them if they are lost or damaged. Students with outstanding obligations will not receive report cards, transcripts, diplomas or new school materials.

Smart Phones/Electronic Devices

BSA exists to foster learning and development in young people. Attention to the learning task at hand is an important and fundamental value for students and artists.

Smart phones can be valuable tools when their use is not in conflict with learning and attention to the learning task. They may not be used in a manner that is disruptive to the environment of the school.

Smart phones may not be used in classrooms or studios unless the teacher has expressly sanctioned their use. Faculty reserve the right to determine when phone use is disruptive and intervene to stop that disruption. Smart phone use in class will be monitored and if a student abuses or misuses this privilege, staff will take away the device after one warning.

When smart phones are taken by school staff, students should request a form from the office in 305 for the parent to sign. The item will be returned at the end of the next school day if the parent gives written authorization for return of the phone. If the phone or other electronic item is confiscated on a Friday or prior to a holiday, it will remain in the possession of the school official until Monday or the date of return from holiday. If this policy is abused, it will be deemed a disciplinary matter.

Earbuds or earphones are NOT PERMITTED in common areas as we believe it is important for students to be engaged and aware of their surroundings. Read more in *Technology Policy*.

Technology Policy

The Baltimore School for the Arts provides many technology and telecommunication resources for use by students, including but not limited to computer networks, server systems, internet access, email, voicemail, printers, video projectors, scanners, computers, digital camera and video equipment, and other electronic and telecommunication devices located in classrooms and computer labs throughout the school. Students must comply with this Technology Policy when using any technology resources and when using Personal Electronic Devices on school property or during school-sponsored events away from school. "Personal Electronic Devices" include mobile phones, smart phones, mp3 players, e-book readers, personal desk assistants, laptop computers, hand held games, cameras, handheld scanners, and other similar electronic equipment.

While in classrooms or studios students shall use the technology resources solely for educational and professional purposes, such as academic and arts coursework, homework, research, preparation for testing, college searches, resumes, preparation of audition and portfolio materials, and college applications, and communications related to such activities. Students shall use the technology resources as directed by teachers or administrators. Food and drink shall not be possessed or consumed in computer labs or near technology resources.

In classrooms and studios do not use Personal Electronic Devices except at the direction of faculty for an academic or professional purpose, or with the prior written permission of your Art Department Head or the Assistant Principal for Academics. Your use of technology resources and Personal Electronic Devices must be made according to all local, state and federal laws, including but not limited to copyright, privacy, rights of publicity, and other intellectual property laws.

DO use Technology Resources and Personal Electronic Devices:

- ▶ According to the Technology Policy and Intellectual Property Policy.
- ▶ For educational and professional purposes only.
- ▶ In a respectful and courteous manner.
- ▶ According to copyright, privacy, and other laws regarding the rights of others.
- ▶ Cautiously, by keeping confidential your passwords and other personally identifiable private information.

DO NOT use Technology Resources and Personal Electronic Devices to:

- ▶ Post or transmit photographs or personal information about you and/or others without first obtaining written permission from your Art Department Head, and from all adults and the parent/guardian of each student or minor depicted in the photograph.
- ▶ Engage in behavior intended to physically or psychologically intimidate others.
- ▶ Access or distribute abusive, harassing, obscene, offensive, profane, libelous, pornographic, threatening, sexually explicit, or illegal material.
- ▶ Download, install, or play computer games, music, video, or software applications.
- ▶ Deliberately waste or overload technology resources, including, e.g., usurping bandwidth by streaming audio-visual files or playing computer games, wasting paper by printing large documents, and wasting server space by downloading large files.
- ▶ Bypass, vandalize, hack, or breach security measures, or gain unauthorized access.
- ▶ Attempt to monitor or tamper with another's electronic communications, or alter or delete another's files or software without the explicit agreement of its owner.
- ▶ Further personal, commercial, or illegal purposes.
- ▶ Download materials that contravene school policies regarding intellectual property, intellectual honesty, respect for the work of others, and harassment.
- ▶ Participate in illegal or unauthorized file sharing.

In using BSA computers, do not:

- ▶ Change the desktop appearance.
- ▶ Change system settings.
- ▶ Download or install unauthorized programs.
- ▶ Circumvent the BSA firewall by installing proxies to gain access to inappropriate or unauthorized websites.
- ▶ Use school computers to communicate in any form, offensive, threatening or obscene messages or information.
- ▶ Play computer games.

Penalties for Failure to comply with the Technology Policy include but are not limited to the following:

- ▶ Personal Electronic Devices used inappropriately in school may be confiscated by faculty or administrators and will only be returned after the end of the next school day upon receipt of a signed note from your parent or guardian.
- ▶ Temporary or permanent loss of access to technology resources.
- ▶ Standards Committee review of incident.

Students are strongly advised not to post any unauthorized content including content involving another student or faculty/staff member, as well as performances, recitals, artwork, master classes or lectures.

Students are particularly cautioned that the use of e-mail, voice mail, or other electronic messaging systems, or the Internet, may give rise to liability for harassment (bullying). Students may not generate, should not retrieve, and must not forward any message or graphic that might be taken as offensive based on sex, gender, race, or other protected characteristic. This includes, for example, the generation or forwarding of offensive "humor" which contains sexually-offensive terms, or terms which are offensive to any race, religion, national origin group, or other protected group.

Students receiving offensive messages over computer equipment, or receiving other unlawfully offensive messages or graphics over computer equipment, should report those messages to their Department Head or the Director.

Students are reminded that the Foundation and the school retain the right to monitor their computers, computer systems, and networks to ensure compliance with this requirement. Any student

found to be misusing BSA computers or the internet will face review by the Standards committee and possible disciplinary action.

Visitors

Except where permission has been obtained in advance from the school's Assistant Principal, friends or family members are not allowed to accompany you to school. Parents who wish to visit the school for the purpose of meeting with teachers or administrators are asked to call ahead for an appointment. In addition, all visitors must sign in at the front desk and wait to be escorted.

II. General School Information

Schedule of Classes

Period	Time
First	8:30 - 9:15
Second	9:20 - 10:05
Third	10:10 - 10:55
Fourth	11:00 - 11:45
Fifth	11:50 - 12:35
Homeroom	12:40 - 12:55
Sixth	1:00 - 1:45
Seventh	1:50 - 2:35
Eighth	2:40 - 3:25
Ninth	3:30 - 4:15
Dismissal	4:15*
<i>*Dance Classes C & D dismiss at 4:35</i>	

Transportation

Students who live more than a mile-and-a-half from the School and who are residents of Baltimore City are eligible for free bus tickets or "S-Passes". These tickets are distributed in homeroom at the end of each month. Residents who live less than a mile-and-a-half from school and residents who live outside Baltimore City are eligible to receive reduced fare cards, given out once each semester. The reduced fare cards issued to students by the Mass Transit Administration (MTA), however, are not always honored by the surrounding counties or by drivers of long-distance commuter buses. If an S-Pass is lost, destroyed, or stolen, one replacement free of charge is available to you. Any other replacements must be purchased. The estimated worth of an S-Pass is \$50.00.

Parking

Students are strongly urged to use public transportation or to make arrangements to be dropped off and picked up. If you must drive a car to school, please make use of the commercial parking lots in the neighborhood. Under no circumstances will any student be permitted to leave the school building to "feed a meter" during the school day. Street parking for the entire school day in the vicinity of the school is not an option for any student. Students may not park on Ploy Street (alley) next to the school. Cars are subject to ticketing or towing if parked there or in its private lots.

Use of entry and exit doors

Students must use the Madison Street door for entering and exiting the building except in the case of emergencies and/or when directed by staff to do otherwise. Students who exit other doors, leave doors ajar for easy entry for themselves or others put our population and property at risk. Students who are found to have exited or entered unauthorized doors will be subject to disciplinary action. If such behavior leads to theft or damage of property, students and families may be required to provide restitution.

Locker Assignment and Use

Students are assigned lockers when students enter BSA. Lockers are for storing books, outdoor clothing, instruments and other specialized art supplies. Except for the day's lunch, no other food or beverages are to be kept in your locker. Students are responsible for keeping their lockers clean, and must empty their lockers at the end of the school year (Visual Artists see VA section in this handbook). Questions concerning lockers/locks should be directed to the staff member who assigned you your locker/lock. A fee is charged for replacing a lost lock.

Lockers are the property of the school and, as such, are only temporarily used by the students. The school may legally inspect any locker at any time. The Fourth Amendment of the Constitution protects citizens from unreasonable search & seizure but, in the instance of school-owned lockers, the contents of these lockers are subject to inspection by authorized school personnel.

The Cafeteria

The cafeteria should offer a peaceful environment for eating lunch, engaging in quiet discussion, or studying. Eating in the cafeteria should be treated the same as eating in a restaurant and rules of conduct apply here as they do elsewhere in the school including comporting yourself responsibly, cleaning up after yourself, throwing away trash in receptacles and not littering, being aware of your noise level, and treating everyone with courtesy.

Ninth-grade students may not leave the cafeteria before the end of the lunch period. No students, regardless of grade level, should be on the academic floors during their lunch period. No students are permitted to consume any food, snacks or beverages outside the cafeteria.

Free Meals for All Students

Beginning June 2015, all City Schools students are able to eat both breakfast and lunch at school for free, regardless of family income. City Schools is participating in the Department of Agriculture's "Community Eligibility Provision," which allows the district to provide free breakfast and lunch to all students without requiring households to complete a meal application each year.

These changes mean that families will save money and all students will have access to nutritious meals. Plus, students will no longer have to enter a PIN when they go through the lunch line, so lines will be shorter and students will have more time to enjoy their meal.

Elevator Use

The school has two elevators, one of which is for student use (on the right of the main lobby) and a second elevator for use by faculty and staff only (on the left). It is your responsibility to use good judgment on the elevator and to make sure that the elevator is not overcrowded.

Library

The school library is open for your use from 8:00 a.m. to 7:00 pm, Monday-Thursday; 8:00 a.m. to 4:40 p.m. on Fridays; and 8:00 a.m. to 2:00 p.m. Saturdays. The library is also available to students when a class is assigned to it, during lunch periods, or when permission is given by a teacher for its use by a student or group of students.

Students who engage in inappropriate conduct can lose the privilege of independent library use.

Books are lent for a two-week period with renewal for an additional two weeks if necessary.

Reference books do not circulate and, unless special permission has been obtained from the librarian, may not be removed from the library.

The library's copy machine is for student use for academic and arts work only.

Snow Days

The Baltimore School for the Arts observes Baltimore City Public Schools decisions with regard to adjustments to openings and closures. Please listen to radio and television for this information. Please do not call the school.

Delayed Opening Schedules (Normally Caused by Weather Conditions)

ONE-HOUR Delay Schedule		TWO-HOUR Delay Schedule	
1st Period	9:30 - 10:10	1st Period	10:30 - 11:05
2nd Period	10:15 - 10:55	2nd Period	11:10 - 11:45
3rd Period	11:00 - 11:40	3rd Period	11:50 - 12:20
4th Period	11:45 - 12:25	4th Period	12:25 - 12:55
5th Period	12:30 - 1:10	5th Period	1:00 - 1:30
Homeroom	1:15 - 1:25	Homeroom	1:35 - 1:45
6th Period	1:30 - 2:05	6th Period	1:50 - 2:20
7th Period	2:10 - 2:45	7th Period	2:25 - 2:55
8th Period	2:50 - 3:30	8th Period	3:00 - 3:35
9th Period	3:35 - 4:15	9th Period	3:40 - 4:15

III. Grades and Graduation Requirements

On your report card, you will find that arts and academic subjects have letter grades.

ARTS		
<i>Letter Grade</i>	<i>Letter Grade Description</i>	
A+/A/A-	Consistently exceeds expectations	
B+/B/B-	Often exceeds expectations	
C+/C/C-	Consistently meets expectations	
D	Inconsistent/Unsatisfactory	Warning of potential failure*
F	Consistently fails to meet expectations	
ACADEMICS		
<i>Letter Grade</i>	<i>Numerical Ranking</i>	<i>Letter Grade Description</i>
A+	97 - 100	Excellent
A	93 - 96	Excellent
A-	90 - 92	Excellent
B+	87 - 89	Good
B	83 - 86	Good
B-	80 - 82	Good
C+	77 - 79	Satisfactory
C	73 - 76	Satisfactory
C-	70 - 72	Satisfactory
D+	67 - 69	Poor/Warning of Potential Failure
D	63 - 66	Poor/Warning of Potential Failure
D-	60 - 62	Poor/Warning of Potential Failure
F	59 and below	Failing

*To avoid failure, students' work must consistently meet expectations.

Grading Policy in the Arts

At BSA, satisfactory work in the arts (grade C) means that a student comes to class every day, on time, prepared and ready to work, and that the student is making steady and sufficient progress. The grade B means a student is doing better than satisfactory work, while A designates consistently superior work.

A grade of D indicates unsatisfactory work and is a warning that a student is in danger of failing the next grading period unless the work improves. In arts classes D+ and D- will not be used. The only grade between C- and F will be D. This policy is similar to arts grading policies at post-secondary arts educational institution. F indicates a student has failed to meet the expectations of the class.

Medical Excuse in Arts Classes

Students who are physically injured such that they are advised by a physician to suspend artistic work will receive the grade of **ME** (Medical Excuse) on the official BSA report card (This may also apply to students who are officially enrolled in the Home & Hospital program for other medical reasons).

The Medical Excuse only applies to artistic work. Parents are asked to supply the school with the physician's diagnosis and the prognosis for recovery. Arts Department Heads are often familiar with accomplished local medical specialists that can provide specialized care.

Students receiving an **ME** for two consecutive marking periods will be reviewed by the Standards Committee as to their viability to continue in the program. When an **ME** for 4th quarter is also the second consecutive ME, the student will be reviewed by the Standards Committee as to their viability to continue in the program for the following year. Please review the restrictions on awards and honors related to the Medical Excuse status.

Interim Progress Report

An interim progress report is issued to every student during each quarter of the academic year. For most students the report simply confirms satisfactory progress, but for some the report is a deficiency warning notice indicating that problems exist. Notices are distributed at the mid-point of each quarter to allow sufficient time for improvement before the quarter ends. Please refer to the school calendar for distribution dates.

Promotion Policy, Scheduling and Graduation Requirements

A student is promoted to the next grade according to the guidelines of the State of Maryland and Baltimore City Public Schools. In Maryland, a student is required to attend high school for four years after completing the eighth grade, a condition that does not allow for early graduation.

In order to be eligible for a diploma from this school, you must meet the requirements of your arts department and the Maryland State Department of Education.

- High School Assessment Tests: Algebra I, English II, Biology and American Government. Pass the tests or complete approved “Bridge” projects.
- Service Learning Hours: Complete 70 Service Learning Hours over the course of 4 years

Courses	Credit Required
English	4
Mathematics	4
Science	3
Social Studies	3
Foreign Language*	2
Foundation of Technology in the Arts	1
Health	.5
Physical Education	.5

*The two-year Foreign Language requirement demands that the same language is studied for two years.

At BSA, students are required to take four periods of academics and four periods of arts each year. Students in 9th, 10th and 11th grades must be enrolled in at least four academic courses except under specific direction of the Assistant Principal for Academics.

Add/Drop Period

At the beginning of the school year there is an Add/Drop period for students to change academic classes. The period ends on the second Friday of the first quarter. To add or drop a class, a student must request a form from the Guidance Counselor or the Assistant Principal for Academics. This form must be returned to the Assistant Principal for Academics by 4:00 pm on the second Friday of the first quarter. Students are not permitted to add or drop a class following the Add/Drop period without approval from the Standards Committee.

Online Class Policy

Because of the demanding art and academic schedules at BSA, a small number of students need to take online classes because their schedules do not allow for any additional courses in the classroom. Students and families will be consulted by the Guidance Counselor if an online course is needed at any point during a student's academic career. All online classes will be marked and recorded as such on a student's official transcripts.

Summer School (Classes for original credit)

Because of the number of academic and arts classes required of BSA students, students have the option to take original, credit-bearing classes in summer school. We believe this practice will promote better student achievement and health. These classes may be taken for original credit in the summer:

- Physics
- Chemistry
- Probability and Statistics
- Health

Students will be allowed to take a maximum of two summer courses for original credit during their years at BSA. These summer school courses will be at families' expense and must be taken at a designated Baltimore City School's summer school site, Baltimore City Community College, or in another Maryland jurisdiction with the pre-approval of City School's Office of Teaching and Learning.

All courses will need to be in accordance with graduation requirements as set forth by the Maryland State Department of Education. Summer courses will be notated on students' transcripts as "Summer Session" only to indicate the term during which the class was taken. BSA reserves the right to make exceptions to this policy for special circumstances.

Summer School (Credit recovery)

If a student fails an academic class and does not attend Summer School to make up the credit, the Standards Committee reserves the right to determine whether the student may progress to the next grade level. Credit recovery must be done through a Maryland State approved program. Summer School must take precedence over any other summer plans, camps, and programs.

Advanced Placement Classes

BSA offers Advanced Placement classes for the following academic courses: Calculus, English Language & Composition, English Literature & Composition, and Spanish 4. Students are recommended for these courses using three criteria. Using a point system, each criterion is weighted so that placements are made with the most objectivity possible:

- 1.) The final, end of year grade in the similar class (i.e., Spanish 3, Pre-Calculus, English 10 or 11)—40%
- 2.) Teacher input (provided mid-May of current school year)—40%
- 3.) Most recent PSAT scores—20%

Advanced Placement courses are traditionally offered to 11th and 12th grade students; however, if class size is an issue, priority will be given to upper level students. In special circumstances, the Assistant Principal for Academics reserves the right to place or remove students from AP courses.

Study Hall

In most academic classes, homework counts up to twenty percent or more of the quarter grade, and yet some students receive a D or F because they do not complete homework assignments. Students who are struggling because they are not regularly doing their homework may be assigned to attend a mandatory after-school study hall. Students can miss a study hall to attend coach classes, as long as they sign in to study hall first. All students assigned to study hall will attend Monday through Thursday from 4:30 to 5:15 pm.

Semester Examinations

Four days at the end of each semester are reserved for semester exams during which time no other classes are held. Students need only report for their scheduled exams according to the special schedule distributed about three weeks before the exam period. All students are required to take exams as scheduled.

For any exceptions, permission must be obtained from your Art Department Head or the Assistant Principal for Academics prior to the scheduled exam. Absence due to illness must be verified by a parent before the time of the scheduled exam in order to be considered for rescheduling. Without advance notification or permission, a missed exam is entered as zero. A semester exam will constitute 20% of the semester grade.

Senior Exemption from Second Semester Examinations

Seniors with strong records may be exempt from a final exam. Exam exemption is earned in each individual class based on the following criteria:

- A second semester average of 85 or better with no quarter grade lower than 80 in the 3rd and 4th quarters in the course for which the exemption is sought.
- No more than five days absent during the second semester (not including up to five approved college visits or college auditions).
- No class cuts in any class during the senior year (refer to page 9 in handbook).
- No behavioral or citizenship infraction as determined by the Standards Committee or School Administration.
- No more than five excused latenesses to the class in which the exemption is being sought. Excused lateness must be accompanied by a note from a teacher or administrator.
- Every two (2) unexcused late arrivals to any class will be marked as one (1) absence for that class.

Academic Review Committee

The Baltimore School for the Arts considers honesty to be central to our students' development and therefore, academic dishonesty is not tolerated and is addressed promptly. Academic dishonesty includes plagiarizing another person's work, using another person's words or ideas without proper citation, copying homework from another person and representing it as one's own work, having unsanctioned collaboration with another student on an assignment, and cheating on any in-class assignments, quizzes, and exams. Many institutions of higher education have a zero-tolerance policy of immediate expulsion for these violations, and BSA addresses this issue as an important learning experience for our students.

With the oversight of the Assistant Principal for Academics and the Assistant Principal for Student Support, this process will address issues of academic dishonesty with the ultimate goal of helping students develop the skills, discipline, and work ethics to avoid repeated violations of the academic dishonesty code:

1. The First Case of violating the code will be addressed directly by the classroom teacher and at minimum will result in the student receiving a zero on the assigned essay, exam, project, assignment or test. For information purposes, the teacher will communicate the incident as well as the penalty to the student's parents and BSA administration. Violations will be recorded and counted cumulatively to include grades 9 – 12, per occurrence (not per teacher or class). If a student or parent disagrees with the teacher's decisions, this case must be referred to an administrator who will in turn work with all involved and consequently make the final decisions.
2. The Second Case of violating the code will result in referral to the school's Student Support Team. This team will schedule a meeting to include the student, the parents, the reporting teacher, a BSA Administrator, the school social worker along with other staff members as deemed appropriate. In addition the second incident could result in, but not be limited to, receiving a zero on the specified assignment, mandatory study hall or Saturday school for a defined number of sessions, and denial to

participate in school-related activities that occur outside the classroom. Penalties related to the second case will be decided by one or both of BSA's Assistant Principals and then communicated to parents.

3. The Third Case of violating the code will result in the student being referred to BSA's Standards Committee (see page 13) and the results could include the student being placed on academic probation, receiving up to three days of in-school suspension, and ultimately affect the student's standing at BSA. Parents will receive written communication once the Standards Committee has met and decided upon consequences.

Additionally, in keeping with BSA policy, if any incident of academic dishonesty involves a student's use of his/her phone, or other technology, that item will be taken by the teacher and given to a BSA administrator. In such cases, the BSA administrator will be involved in all communications with the parents even if it is the student's first case of violating the academic honesty code.

IV. Recognizing Achievement at the Baltimore School for the Arts

Many BSA students not only meet the demanding expectations of the art and academic program, but reach even higher levels of achievement and recognition. We encourage every student to strive for the recognitions noted below.

The Dean's List

The Dean's List recognizes the students with the highest marks in both arts and academics. Students on the Dean's List must have academic grades of 90 or better and arts grades of A- or better at the end of each quarter. Students under Medical Excuse are not eligible for Dean's List due to their limited educational schedule.

The Honor Roll

The Honor Roll recognizes students that exceed expectations most of the time. To attain Honor Roll status, a student will earn all of 80 or better and arts grades of B- or better. Students under Medical Excuse are not eligible for Honor Roll due to their limited educational schedule.

National Honor Society

The National Honor Society is an organization that recognizes the very brightest and most successful students in the entire country. Membership in the Daniel Ramos chapter of this society is one of the greatest distinctions that a BSA high school student can obtain. Much more than just an honor roll, members of the NHS are expected not only to have the very best grades, but must also demonstrate outstanding character (with no infractions of school rules), leadership and service to the school and community. All students' grades are monitored through their junior year, and those who maintain an 85% average with no grade below 80% in all arts and academic classes are invited to be considered as candidates. Candidates that are selected by the faculty are inducted at a ceremony during the spring of their junior year. Members vow to maintain all of the standards of the NHS in order to remain members. All members are expected to participate actively in our school's tutoring program.

Eligibility for Class Valedictorian and Salutatorian

Each year, the senior who earns the highest grade point average is designated the Valedictorian and the student ranking second, the Salutatorian. This is determined by averaging all grades within the full program of arts and academic course work over a program of not less than three years. A student candidate for class Valedictorian or Salutatorian may be considered as medically excused (ME) for a documented illness or injury for no more than one quarter.

The Baltimore School for the Arts Certificate of Achievement

In addition to the Maryland High School Diploma, the school may award a senior the *Baltimore School for the Arts Certificate of Achievement*. In order to be considered for this award, the senior must:

- receive a year grade of 70 or above in all academic classes taken in the senior year
- receive a year grade of C or higher in all arts classes taken in the senior year
- achieve a grade of C or above for the senior Jury Presentation as determined by the senior's art department
- achieve a satisfactory level of conduct, professionalism and school citizenship during the senior year
- be under Medical Excuse for no more than 2 quarters of the senior year.

V. BSA's Support & Counseling Services

Parent Requests for Additional Student Support

Baltimore School for the Arts recognizes that our school has diverse learners with varying needs. If you suspect that your child is experiencing significant academic, behavioral, or learning difficulties, please contact our Instructional Support Provider, Ms. Anne Laro (Alaro@bsfa.org) or our Assistant Principal for Student Support, Ms. Mary Evans.

Guidance Program

Our Guidance Office is in room 300. BSA's Counselor, Abigail McKelvey, helps students adjust to the unique environment of BSA, helps students cope with the stresses and complexities of being adolescents in contemporary society, and, in conjunction with Department Heads and faculty, assists students in college and career planning and in the college application process.

College Research, Application and Visits

BSA is committed to making college study a viable option for every student. BSA's counselor is very active in introducing college experiences, assisting in researching colleges, and helping students make effective applications to colleges. Part of the research and application process involves visiting colleges. Seniors are permitted five excused absences for the purpose of visiting colleges. A signed letter from a parent must include the time of the visit and the college(s) to be visited. It is strongly recommended that students visit schools when BSA is closed. Suggested times and dates would be: summer vacation, weekends following Professional Development Days, Early Release Days, Audition Week and Spring Break.

Transcript and Recommendation Requests

It is BSA policy that official transcripts and recommendations are sent directly to an institution/college from the Guidance Counseling office or the teacher. We do not give official transcripts or recommendations to students or parents.

VI. Professional Arts Issues

Performances and Exhibitions: Rehearsals

In addition to the serious study of academic subjects, students selected to attend BSA are expected to participate fully in their chosen art fields. During the course of the year, we present a series of performances, recitals, and exhibitions at BSA and in the community. The school offers both “in-house” presentations that provide experience for students, and public performances and gallery exhibitions that are regarded as more professionally polished. Students may also be invited to participate in privately sponsored community events that are important to the institution.

All presentations require preparation and rehearsal time, which may take place during school, after school or on weekends. Rehearsals after school, on weekends and during holidays are an integral part of the BSA program; they are not extra-curricular activities and, therefore, are not optional. Timely arrival at all rehearsals and performances is a basic expectation of all members of our community. Late arrivals or absence from rehearsals or performances is a very serious issue. Official responses may include failing grades or dismissal from the school.

To be late to or absent from a rehearsal or performance is a very serious issue involving disciplinary action that could take the form of failing grades or dismissal from the school.

Performances and Exhibitions: Audience Expectations

We ask that our audiences (students, parents and members of the community) do not take video, photos or recordings of any kind at BSA’s performances and exhibitions – whether from smart phones, video cameras, cameras or audio recording devices. There are several reasons for this policy:

- First and foremost, it is a serious safety issue for the performers.
- It is an annoyance and distraction for fellow audience members who are trying to enjoy the performance.
- There are legal issues with regard to intellectual property rights for composers, playwrights and choreographers.
- There are privacy rights for artist-students.
- Web posting video of BSA activities is prohibited except by specific permission of the Director.

As a pre-professional arts institution that prepares students for the standards of the professional arts world, we consider this an important policy. Every aspect of our work with our students reflects the practices and policies in professional theaters and concert halls – and must also respect current legal standards regarding intellectual property rights.

We know and certainly understand that families of our students cherish the opportunity to see videos of their children in performance. For that reason, BSA takes on the responsibility of videotaping or recording major performances. We are then able to make copies available to families who wish to purchase a DVD of a performance. The DVDs are available for \$5 through BSA’s librarian. The \$5 fee goes directly into the library fund so that BSA can purchase books, reference materials, CDs, DVDs and other instructional materials our students need. (If for any reason a family can’t afford this, we would certainly consider a request for a waiver.)

Juries

Students are admitted to BSA on the basis of an audition in one of four arts programs. At the end of each year students appear before a panel (jury) of faculty to demonstrate progress from one year to the next. Jury requirements vary from department to department, and during the course of the school year, expectations, procedures and preparation information are widely disseminated. For first year students, sophomores, and juniors, failure of the jury or failure to appear at the jury without permission may result in dismissal from the School.

Casting and Exhibition Selection

Decisions for casting dance, music, or theatre students for public performances and selection of student work for exhibitions are made by the school's professional faculty, by visiting artists, by audition or jury.

The Integrity of the Creative Process

All artistic work presented by students as their own must strictly adhere to principles of honesty and integrity. Representing the creative work of another artist or student-artist as your own is a serious breach of the honor code and will result in Standards Committee review and disciplinary action.

Vandalizing or stealing artwork is a serious offence that may result in disciplinary review and action by the Standards Committee.

Use of Student Images and Works

Baltimore School for the Arts and the Baltimore School for the Arts Foundation, Inc. and its teachers, employees, officers, directors, volunteers, students, guests, vendors and all those acting on the School's behalf (collectively, "BSA" or "School") regularly photographs, records, interviews, and films students and student artworks, designs, and performances during classes, studios, programs, rehearsals, performances, events and activities, whether on or off campus.

By accepting admission to BSA, and/or continuing to attend the School, and in consideration of attending the School and other good and valuable consideration, the receipt of which is hereby acknowledged, each student and his or her parents and/or guardians hereby grant permission to BSA to photograph, record, interview, and/or film the student during and/or in connection with classes, studios, rehearsals, performances, exhibitions, concerts, programs, events, and other School activities, wherever such activities take place, and to use the student's name, image, voice performance, interview, photography, and other likenesses in all media including, without limitation, print, broadcast, online media, including social media websites, and other electronic media, known or in the future for any purpose related to the mission and programs of BSA, including without limitation, educational and professional purposes, outreach, publicity and promotion of the School, its students, faculty, programs, fund raising, events and activities; and BSA may use the student's name, voice performance, interview, photograph and other likenesses with other materials without restriction as to manner, frequency or duration of usage; and such materials may be edited by BSA in its sole discretion, are and will remain the sole and exclusive property of BSA; and neither the student nor his or her parents and/or guardians have the right to review such materials prior to their use.

Students own and retain their rights in works they create while attending BSA (collectively, "Works"). The School and its vendors photograph, record, reproduce, display, and distribute Works for School-related purposes, including but not limited to: classroom and studio work, student and school publications, the BSA website, rehearsals, critiques, performances, exhibitions, concerts, programs, events, School activities, college applications, auditions, preparation for professional opportunities, and to promote BSA and the students (collectively, "School Purposes"). In consideration of the School's education, assistance, and promotion of students, each student irrevocably grants to BSA a non-exclusive, perpetual, royalty-free, compensation-free, fully-sub-licensable license to use, reproduce, publish, display, and distribute Works for the School's Purposes.

Students and their parents and/or guardians, agree to release and hold harmless BSA from any and all claims, actions and demands that arise from the use of the student's Works name, performance, interview, photography and other likenesses, including without limitation, from any distortion, alteration, or compound use, intentional or otherwise including but not limited to invasion of privacy, libel, copyright infringement, or infringement of his or her rights of publicity.

Outside Engagements

Occasionally students maintain or develop relationships with outside music, theatre or dance groups whose activities may conflict with the school's schedules of classes, studios, rehearsals or performances. To maintain high standards at BSA, the school's programs take precedence over all outside arts activities. Consideration to be excused from any commitment to the school's schedule must be petitioned in writing to the Arts Department Head far in advance of the date in question. Permission may or may not be granted.

Professional and Early Leave

Should a student be offered a professional opportunity requiring time away from school or leave BSA early for a professional program, a request for professional leave must be submitted in writing to the Arts Department Head for review by the Standards Committee well ahead of the time of departure. Permission may or may not be granted.

Professional Leave – Graduation Policy

In order to qualify for a Certificate of Achievement from BSA, a 12th grade student must complete a rigorous artistic program which has been approved by their Art Department Head prior to enrollment. In addition, in order to earn a Maryland State High School Diploma through BSA, the student must complete the remainder of high school academic courses in accordance with the graduation requirements set forth by the Maryland State Department of Education. BSA cannot take responsibility for monitoring the progress of the student's academic work.

VII. Specific Department Policies

DANCE

The Dance Program at the Baltimore School for the Arts stresses traditional ballet and modern techniques. A dance student is required to be committed to the entire program.

The Dancer's body is the dancer's instrument. The physical demands of the dance program require students to prepare properly for their technique classes. This is done through a rigorous at-home aerobic and strengthening program. It is the student's responsibility to stretch, tone and strengthen their instrument, to build the stamina and strength needed to be prepared for their classwork.

Placement in dance levels (A, B, C, D) is determined by skill, not academic grade level. A student is required to complete the technical standards of the level B class by the end of the 10th grade. Students not achieving these standards will be reviewed by the faculty to determine their eligibility to remain in the program.

It is important that students attend either the summer session at the Baltimore School for the Arts or seek enrollment at one of the many qualified summer courses offered elsewhere. Because many of these courses require an audition, and are expensive, it is necessary for the student and their family to plan ahead. Summer study should be planned in consultation with class teachers and/or the Department Head.

As a service to our students, and as requested by many colleges, conservatories and summer programs, BSA hosts their auditions. When a masterclass or audition is posted for any class level, attendance is required by all students in that level.

Illness/Injury

A dancer's experience may involve an injury or injuries that can be debilitating or temporarily disabling, a condition that usually requires one to miss a class or several classes over an extended period of time. Unless specifically directed by a doctor, a student who is unable to participate in all classes will not be allowed to choose one type of dance class at the expense of another. After sufficient warning (written notification/due process), the school reserves the right to dismiss a dance student whose injury precludes full participation in the program and whose injury has hindered achievement of the class standard. If illness or injury prevents a student from attending classes, rehearsals or performances, a physician's note is needed. It is the responsibility of the injured student to speak to each of their dance teachers about their injury. They are required to attend and observe all their scheduled classes during their injury.

The note should be provided in a timely manner and contain the following information:

- an explanation of the illness/injury
- a course of treatment
- a prognosis for recovery
- a date for expected return to work
- the extent of class participation
- an approximate date for the return to full participation

If the illness/injury continues for more than a week, the department will need to be kept current on the progress of the recovery. We will also require a signed release from the physician before the student may return to class or rehearsal.

If an injury or illness extends beyond a week or more, the student may be assigned a project commensurate with the class time expected to be missed. While this assignment keeps a student as a member in good standing in the dance department, it is not meant to substitute as a grade or guarantee their continuance in the program.

Medical Excuse

Students receiving an ME for two consecutive marking periods will be reviewed as to their viability to continue in the program. If a grade of ME is received for the 4th quarter, promotion to the next level will be withheld pending staff evaluation during summer session and/or the first quarter of the next school year. When a ME for 4th quarter is also the second consecutive ME, the student will be reviewed immediately as to their viability to continue in the program.

Dress Code

Morning and afternoon dancers have color-coded uniforms that are required for all classes. Hair should be pulled back off the face and neck, stage ready, in a bun or French twist. Hair adornments should be worn close to the bun and not excessively large. They must be prepared with the proper footwear for each class. Students are expected to provide their own ballet slippers, pointe shoes, character shoes, and jazz shoes as part of their uniform. Students not in proper uniform will only be able to participate in class at the discretion of the teacher. Any student out of uniform will have their grade lowered for that day's work. Because it does not project a professional appearance and may cause injury to themselves or their classmates, jewelry and false nails may not be worn.

Dancers are encouraged to wear contact lenses rather than glasses. Because glasses are not allowed to be worn for performances it is important for the student to take class and rehearse in the same way. If contact lenses cannot be worn during class, the student should be wearing an athletic strap to hold the glasses in place so there will not be injury from glasses falling off during dancing. The student may be asked to remove their glasses should the instructor so advise.

During break from class, dancers are expected to wear outer covering such as sweat pants and oversized shirts. Outside of studio periods, dance attire should not be worn anywhere else inside or outside the building.

Classroom and Rehearsal Etiquette

Students should stand up and take their places to begin class or rehearsal as soon as the teacher enters into the room. NO unnecessary talking during classes – Questions YES, conversation NO. NO eating or drinking (except water bottles) in dance studios. If late to class or rehearsal, a student will be admitted to class at the discretion of the teacher and may be told to sit quietly and observe class.

Faculty members have the right to discharge any dancer from class for improper attire, disrespect or improper attitude. Inappropriate classroom behavior will have a severe negative impact on the student's grade and consideration for promotion. If it becomes an ongoing problem, it will be considered grounds for dismissal. Students should thank the teacher and accompanist after each class and rehearsal. Students should review all previously presented classwork or choreographic material for the next day's work. If a student is absent, it is their responsibility to learn the work from classmates. Students are expected to appear neat and tidy at all times, with no holes in leotards or tights. Shoes should be kept clean and replaced as needed. Elastic and ribbons are to be sewn. All ladies should wear bras, all men, dance belts. No underwear is to be worn under their tights. Body liners are recommended.

Evaluations

Along with report cards, dancers receive an evaluation from each of their teachers. The evaluations are formatted to aid the students in understanding how they are progressing in their classwork and will also indicate if a conference is needed.

Exams

Class exams are given to all levels. They consist of a class given by one of the regularly scheduled teachers for that level and are viewed and graded by faculty. All students are required to take exams. Because of the class format there are no make-ups for missed exams. A grade of 0 will be given for all exams missed except those with a doctor's note which will receive the grade of ME.

All A and B level students take an in-class exam every quarter. C and D level students take an exam at the end of the 2nd and 4th quarters. The grades for these exams are listed separately on the report card and are not averaged into the quarter grade. Failure to take or failure of exams may result in non-promotion, probation or dismissal. Seniors who fail to take exams have not met the department requirements for graduation. Failure to take exams due to injury or illness requires medical verification. Such students will receive ME as the grade. Without verification the grade will revert to an F. (Also see Solo Juries and Performing below.

Solo Juries

Classes at each level must complete a jury in both ballet and modern. For first-year students, sophomores, and juniors, failure of the jury or failure to appear at the jury without permission may result in non-promotion, probation or dismissal. A and B level students will be assigned repertoire for ballet solo juries.

C and D level students must choose a solo from the repertoire and have it approved by the Department Head. Variations taught in previous levels may not be used for solo juries by C and D level students. Class uniforms are required to be worn for all exams and juries. A grade of F will be given for all juries missed except those with a doctor's note which will receive the grade of ME.

Modern solo juries may either be taken either the repertoire or may be choreographed by the student. Instrumental music must be used for both juries. No costumes or props may be used. All music must be downloaded onto an MP3 player or burned to a CD. Music off a DVD may not be used. The solo must be no shorter than 1.5 minutes or longer than 2 minutes. Solo juries may not include any solos that have been coached or performed for BSA Events. Any exceptions must be reviewed by the Department Head a minimum of three weeks prior to the jury. The jury is graded by faculty and should demonstrate significant progress from previous jury or audition solos.

All students unable to take exams or juries due to illness or injury, including ladies who cannot do pointe work but can do ballet classwork, must attend the exam or jury. A doctor's note dated within five days of the exam or jury should be provided, even if there is a previous note on file. This note must be presented before the last day of juries or the grade of ME will be changed to F. Receiving an ME or F for exams may delay or restrict promotion to the next level. Receiving an F on a jury may delay or restrict promotion to the next level or be grounds for dismissal from the program. A grade of F or ME on the jury will require the student to perform the jury at a specified time in the new school year.

Senior Juries

Guidelines for senior juries will be the same as above. At the beginning of the first quarter of the senior year the department will notify seniors of deadlines for selections of their Senior Juries and the senior choreographic submission for Spring Concert. Seniors who fail exams and/or jury or fail to appear at the jury have not met the department requirements for graduation and will not receive a BSA Certificate of Achievement. If a student has an injury or illness during the senior year which precludes full participation in the dance program (ex. all classes, performance, exams, juries and masterclasses), they may be jeopardizing their ability to receive a BSA Certificate of Achievement. Because the final exams and juries represent the culmination of four years training, seniors are expected to show the care and artistic maturity that exemplifies the professional standards of the department. Failure to do so will be reflected in the grade.

Performance

The department provides several types of performance opportunities ranging from public performances to in-house Open Studio performances. The entire process, from audition through rehearsals and performance, is part of the department's professional training program.

Students are selected for roles as a result of an audition given by the choreographer or dance master. All students who are members of the class levels invited to audition must prepare for and participate in the audition and accept the roles assigned to them. Performing privileges may be denied

to students who are on probation. Students experiencing difficulty in academic or dance classes will perform only at the department's discretion. In addition, students with ME's may only perform at the discretion of the faculty.

Students are required to participate in all rehearsals and performances in which they are scheduled. Performances and rehearsals are not optional experiences. Rehearsals and performances include after-school hours and weekends. Failure to attend rehearsals or performances may result in an F for all dance grades that quarter and probation. If they are missed due to illness or injury, medical verification is needed in order to prevent probation and the grade of F in all dance classes.

Students may not perform outside of school sponsored or sanctioned events without written permission of the Department Head. Requests for permission to perform should be submitted as soon as the student is aware of the opportunity. Once permission is granted, students must submit a complete rehearsal and performance schedule to the Department Head for approval before they commit to any project. Failure to obtain permission may result in dismissal from the program.

A student's grade is based solely on the work exhibited in the studio. While continuing study outside of school is not prohibited, the possible negative impact, i.e., fatigue or injury, will not be accepted as a reason for below-standard work at BSA.

Alternate Schedules

When students are asked to attend rehearsals or performances during their regularly scheduled academic classes they will be given an alternate schedule so that academic classes are not missed. This schedule is provided to each student, and it is the responsibility of the student to arrange with teachers to make up work in classes that cannot be rescheduled.

Attendance/Lateness Policy

Five or more absences in a quarter allow the class teacher the option of lowering the grade to an F without notification. In each quarter, for every two latenesses after an initial three the student's grade will be lowered one step (e.g., B- to C+). All absences or lack of ability to participate result in a zero for that day's grade. Several dance classes meet only once or twice a week. Missing one or two classes respectfully in this situation can result in a failing grade. Upon receipt of a doctor's note within a reasonable amount of time, the grade of zero will be changed to an ME (medical excuse). For persistent injury, please check the illness/injury section.

- Morning students should be in uniform and ready for group warm-up at **8:30 am**. Attendance will be taken while you are warming up. Please bring a note from a teacher if you have been in coach class
- Afternoon students: Homeroom ends at **12:55 pm**. Your 6th period dance class begins at **1:00 pm**. If you have been detained by a teacher, you must bring a note.

For all students: It is your responsibility to be in the studio when class is scheduled to begin. You will not be able to participate if you come to class 10 minutes after it has begun. You will receive a grade of zero for that class. When you are told to sit outside the door, due to your lateness, you must be attentive and observing the dance class. Do not read or do homework. You may be given an assignment by the teacher.

Students with permission for early dismissal are required to list the pertinent information on the form posted in the dance office. They must also sign out at the front office desk. Please remember that an early dismissal is still an absence for those classes missed.

MUSIC

Mission

The Baltimore School for the Arts offers a pre-professional music training program with the highest educational and artistic standards for talented and committed high school students. Our programs are built on the techniques and repertoire of classical music. We are a diverse and nurturing community, and we embrace the values of discipline and personal growth fostered by training in the arts.

Overview of the Curriculum

Music students at the Baltimore School for the Arts pursue a course of study that seeks to foster the comprehensive development of the young musician. To this end, many classes are offered to support the work done in the principal performance classes.

Studio Lesson

The studio lesson is the center of the music curriculum. It is a weekly individual meeting between the student and an artist-teacher who specializes in the student's major area of performance. We feel the relationship of students to the artist-teacher is crucial to the development of young musicians. There is an agreement stating the nature of the relationship of the musical mentor to the student that must be read and signed before lessons begin.

The studio lesson is a class that requires significant home preparation and is graded weekly, principally on the quality of the home preparation. Teachers provide students with written instructions for each lesson. It is the student's responsibility to purchase the sheet music as directed by the studio teacher promptly. Failure to acquire study materials on time will prevent progress and adversely affect the grade.

A professional pianist is provided for weekly rehearsals with each student. Students must attend this individual rehearsal to prepare music for recitals and juries.

Students perform twice a year (once per semester) in student recitals. **All first and second year** students perform mid-year hearings during the January exam week. This hearing and the final music jury in June (all students) are professional evaluations of the semester's and year's work and are entered as exam grades. A failing grade on either hearing can be sufficient cause for dismissal from the school.

An average schedule of practice for the private lesson:

- Instrumental musicians – 90 to 120 minutes a day (10½ to 14 hours per week)
- Vocal musicians – 45 minutes a day (5 hours per week)

Ensembles

Chorus, Wind Symphony, BSA Orchestra, Chamber Chorus, Concertato, Instrumental Chamber Music, Jazz Ensembles

Ensembles meet throughout the year in order to give students the experience of creating music together. Repertoire is presented and prepared for public performance. Consistent, punctual attendance is necessary for success.

- Chorus – All music students participate in Chorus.
- Wind Symphony - All wind, brass and percussion students participate in the Wind Symphony.
- Baltimore School for the Arts Orchestra – All violin, viola, cello and bass students and selected winds, brass and percussion by audition participate in the BSA Orchestra.
- Concertato (string orchestra) - All string students (violin, viola, cello and bass) participate in the string orchestra.
- Instrumental Chamber Music – All violin, viola, cello, bass, guitar, brass, wind, and percussion participate in chamber music. Piano and harp students may have opportunities to participate in

chamber music - selection is made in consultation with the private lesson teacher, chamber coach, and the music department head.

- Jazz Ensembles – All saxophone, trumpet and trombone students are required to participate in the jazz ensembles for four years. All piano, guitar, bass, and percussion students are required to participate in the jazz ensembles for 2 years of study. Selection of these students is made with consultation with the jazz instructor, private lesson teacher and the music department head.

Afternoon Rehearsal Schedule

6th period - All music students will begin their first ensemble rehearsal of the day promptly at 1pm.

Monday, Wednesday, and Friday: Chorus for all students

Tuesday and Thursday:

- Chorus for all vocal, piano, harp and guitar majors
- Wind Symphony for all winds, brass and percussion majors
- Concertato for all violin, viola, cello and bass majors

8th and 9th period

These rehearsals begin promptly at 2:40 and 3:30 respectively. Ensembles that meet at these times include: Chamber Chorus, Instrumental Chamber Music, Concertato, BSA Orchestra, Wind Symphony, and Jazz Ensembles.

Attendance & Lateness Policy for all Music Classes (Lessons, Courses and Ensembles)

Rehearsals cannot be made-up if missed. Students should be in rehearsals on time every day. Students are required to be in rehearsals with their materials (music, pencil, instrument, and all equipment needed for the rehearsal) and ready to work on time. We regard attendance as essential to everyone. Lateness or absence from a rehearsal will result in lowered grades.

Classroom and Rehearsal Etiquette

Students should arrive on time for all classes and rehearsals with all materials needed for those courses. These may include notebooks, textbooks, and homework for classes and instruments, music, pencils and other materials needed for rehearsals. NO unnecessary talking during classes or rehearsals— Questions YES, conversation NO. NO eating or drinking (with the exception of water) in the Recital Hall or the Ballroom. If late to class or rehearsal, a student will be admitted to class at the discretion of the teacher and may be told to sit quietly and observe class.

Faculty members have the right to discharge any student from class for improper attire, disrespect or improper attitude. Unnecessary conversations and disruptive behavior will not be tolerated. Inappropriate classroom behavior will have a severe negative impact on the student's grade and consideration for promotion. If it becomes an ongoing problem, it will be considered grounds for dismissal. It is expected that all classes and rehearsals will be held in an orderly and professional manner.

Music Theory

This series of classes teaches students the following:

- Aural skills: The ability to sing written melodies on sight without accompaniment or the aid of instruments (sight-singing) and the ability to write music by ear (dictation).
- Written skills: Understanding and fluency with the written elements of music—scales, intervals, melody writing, harmony— and the analysis of musical examples.

Theory 1 and Theory 2 meet three times per week. Theory 3 meets five times per week and Theory 4 meets twice per week. Homework is assigned most evenings. Aural skills practice should include 10-20 minutes per night and written skills work should include 15-30 per night.

Music Literature

This class studies classical music through listening and analysis. Pieces are studied in terms of their genre, period, and form. Elements of score reading and orchestration are included. Students are expected to identify recorded musical examples, learn musical terms, and attend and review one professional concert per quarter. Preparation for this class should be about 60 minutes per week.

Classes for Vocalists

BSA vocalists have several specialized classes to prepare them for the professional world. Students learn to pronounce several languages in a series of diction classes: English, Italian, French and German. These classes meet three times per week. Vocalists also take two levels of keyboard class to begin the development of piano skills that are very helpful to every musician. The school has instruments to loan to students who do not have a piano or keyboard at home.

Repertoire Classes

All students will participate in weekly repertoire classes in their field of study. These classes are in place to help prepare students for solo performances and performance juries. Students will be expected to perform solo literature and these could include etudes and scales for instrumentalists. Work in these classes may also include work on sight reading skills and ensemble music.

Performance Ensembles

There are many performance ensembles at BSA. They vary from the one hundred- member chorus (all BSA music students sing in the chorus) to chamber ensembles of three or four persons. The amount of preparation required varies by ensemble and by individual.

All students are graded through individual hearings of prepared material. Proper rehearsal behavior (quiet, aware, and receptive), serious preparation and prompt arrivals at all ensemble meetings are the principal elements of success in all ensemble work. Please see the information below about policies regarding performances and rehearsals.

Punctuality is extremely important. More than three late arrivals in a quarter will adversely affect the ensemble grade.

Absence from Music Classes

Class attendance is crucial to any progress in education. As in academic classes, missing more than twenty percent of classes for an eight-week quarter may result in a failing grade. Since several music classes meet only one time per week (ex. lessons), missing two classes in this situation can result in a failing grade.

Performances

Music performances at the School for the Arts are varied. A performance schedule is distributed at the beginning of each semester. Please read the schedule carefully and note all dates that involve you. A description of the various types of performances is below:

- **Student Recitals:** Student Recitals occur most weeks of the school year at 3:30 p.m. on Fridays in the Recital Hall and in room 206. Student Recitals will also take place on several Wednesdays throughout the year as well. Early in the semester, the music department program manager schedules students for their individual performance date. Students prepare the recital material in the studio lesson and in the piano accompaniment rehearsal period. Parents and relatives are invited to attend their child's student recital. We ask that all guests sit at the back of the hall as students have assigned seating in the main body of the audience.
- **Recital Hall Evening Concerts:** These performances tend to feature smaller ensembles in a more intimate setting. Jazz ensembles, chamber music groups and the chamber chorus sometimes perform in this venue. While these performances are not as large-scale as some

others, individual students are even more important because the size of the group is smaller. The general public is invited to these performances, which are generally free of charge.

- **Ballroom Performances:** These are large-scale public performances for the school. These are scheduled early in the school year and represent culminating experiences for the large ensembles at the school. The expected standard of performance and behavior is extremely high. Plan for these in advance so you can do your best. We encourage students to bring friends and family to these performances. There is often a charge for these performances. These funds are used to support the arts programs at the School for the Arts.
- **Off-Campus Performances:** The School for the Arts is occasionally invited to perform off-campus at various community arts venues. These are generally the most intensely reviewed performances and require a high level of planning, preparation and commitment. These performances are the most public musical events for the school.

Policies regarding performances, illness, punctuality and dress rehearsals

BSA's music program is a pre-professional training program designed to prepare young persons for the field of musical performance. The performance calendar includes your public musical activities at the Baltimore School for the Arts for the coming year. We encourage students to record these dates on a calendar at home for your family's information.

- **Dress Rehearsals:** Dress rehearsals take place in the concert space. They are similar to performances in that they require punctual attendance. Missing a dress rehearsal without an appropriate medical excuse may be grounds for exclusion from the live musical performance.
- **Performances:** Since live musical performances are culminating activities for performance classes, it is understood that failure to attend a performance may result in a failing grade for that class for the quarter. Studio lessons, chorus, orchestra, wind symphony, jazz ensembles, and chamber music groups are examples of performance classes. Performances are not optional.

Illness

Please call the music department to notify the music department head if sickness will prevent your attendance at a performance or dress rehearsal. Advance notice will help us make emergency plans. When you return to school, please bring a doctor's note.

Punctuality

The professional music world is punctual. Lateness is not acceptable in professional activities or at the School for the Arts. Roll will be taken at the appointed performance call time in the appointed place. Students who arrive late for the performance call will have their quarter grade for that ensemble lowered.

Schedule Conflicts

If you have a conflict with a BSA performance obligation, please speak with the music department head at the earliest possible opportunity. The student handbook makes it clear that the student's first musical obligation is with BSA performances. Nevertheless, from time to time it is possible to arrive at a compromise between two conflicting obligations. It is much easier to arrive at such a compromise at a very early date.

Concert Attire (needed by 10/15)

Young ladies:

Formal Concerts

- Stage Accents dress; Required of all ladies – please contact Music Office for ordering information
- Black low heel shoes
- Flesh tone or black hose

Informal Concerts

- Nice casual to dressy dresses and skirts that fall below the knee (3/4 length is great)
- Blouses and dress pants are also acceptable
- NO low cut blouses, off the shoulder dresses or tops and NO spaghetti straps
- Shoes should not be too high and not very bulky

Young Men:

Formal Concerts

- Stage Accents 4 piece ensemble; Required of all men – please contact Music Office for ordering information
- Black leather dress shoes and black socks
- Black belt

Informal Concerts

- Khaki or dark colored pants (grey or black) with button shirt , tie or even a shirt you can wear without a tie
- Blue or black blazer
- Nice street shoes (NO TENNIS SHOES PLEASE)
- Nice belt

Formal concert wear will be used for large ensemble concerts and possibly as needed for other events. Informal concert wear is suitable for Student Recitals and smaller ensemble concerts. Conductors and coaches of the ensembles will confirm the concert attire for their productions. If there is a question as to whether a particular piece of clothing is suitable, please consult the music department head before the performance. If a student so desires, slightly more formal clothes may be worn for student recitals – men: a suit and tie; ladies: colored knee-length dress.

If a student arrives at a performance with inappropriate clothing (skirt of incorrect length, jeans, sneakers/athletic shoes, etc.), he or she will not perform, and the grade for the class will be lowered due to failure to perform.

THEATRE/THEATRE PRODUCTION

Attendance at Performances

Attendance at performances for which the Theatre Department has purchased or arranged for tickets is mandatory for all theatre students. Unexcused absences from these performances will result in a lowering of all theatre grades one step (e.g., B- to C+) per unexcused absence. This policy also applies to all Theatre Department productions and workshop presentations.

Performance Participation

Performances and special projects of the Theatre Department are a privilege. Being a member of an ensemble does not guarantee that a student will take part in all, or any, of the performances and projects of that ensemble. If a student is on academic probation, or if the faculty for any reason determines that a student is not eligible to take part in a particular production experience, a suitable alternative project will be substituted.

Lateness

Students are required to be prompt to homeroom and to classes. We regard promptness as an essential habit to be developed by all who hope to compete for any career. Unexcused latenesses will result in a penalty as follows: For every three latenesses over three in each quarter, all Theatre grades will be lowered one step (e.g., B- to C+). In other words, students are allowed five unexcused latenesses each quarter before they are penalized. To excuse a lateness, students must bring a note from home.

Play-Of-The-Month

All students are required to read a play each month that is not part of their required reading for a Theatre or academic course. They are also required to write a one page "reaction statement" on each play they read and to turn it in by the end of the month. Failure to turn in a reaction statement will result in a penalty as follows: all Theatre grades will be lowered one step (C+ becomes a C) for each monthly report missing during a grading period.

Proper Attire for Studio and Shop

For all studio work students should wear sweat pants or shorts and a sweat or tee shirt. Shoes should be soft and light (gymnastic shoes or simple sneakers). Shoes must be worn at all times in the shop, and clothing for scenic arts classes should not be "best." Overalls are available for students who cannot change into old clothes. No jewelry is to be worn in the studio and hairstyles should be simple and "neutral."

Confidentiality of Ensemble Work

Because of the importance of trust within the ensemble and because the studio must be a place where individuals feel free to take risks, students must respect the right of privacy of each member of their ensemble. It is neither polite nor professional to discuss a classmate's personal work outside the ensemble.

Crew Assignments

It is important for Stage Production students to remember that crew assignments are part of the curriculum; they are not optional.

Evaluations

Written evaluations will accompany the first and third quarter report cards for students in the Freshmen and Sophomore Ensembles. All Theatre students will participate in January sessions where individual students meet with the faculty for an evaluation.

Juries

Every June, all students present their best work for a faculty jury. This counts as a final exam in the Acting Program and the Production Program. Specific requirements for Jury presentations will be posted at the beginning of the third quarter.

Alternate Schedules

On those days when attendance at performances and rehearsals requires that students miss academic classes, an alternate schedule is to be followed so that classes are not missed. This schedule is provided to each student, and it is the responsibility of each student to arrange with teachers to make up work in classes that cannot be rescheduled.

Performance Commitments

The Theatre Department does not keep its students from performance opportunities outside school. However, students are required to obtain prior permission from the Theatre Department before accepting and work (acting or production) that may require them to miss school (classes, rehearsals and performances). Students must submit a complete rehearsal and performance schedule to the department for approval before they commit to any project.

VISUAL ARTS

General Philosophy

The Visual Arts curriculum is designed to provide students with a strong foundation in basic skills and techniques as well as the means with which to think and talk about art. In the first two years, students are introduced to a wide variety of media and techniques as well as the dynamics of composition. Upper-level students build upon skills and techniques learned previously and are encouraged to experiment and discover a vehicle for personal expression.

Instructors spend considerable studio time providing individual attention to students, offering advice, posing questions and demonstrating techniques, or offering moral support. Demonstrations, critiques, discussions, gallery and studio visits, slide and power point presentations and a guest critic and master class program all contribute to a student's understanding and appreciation of himself or herself as an artist. Most of our graduates go on to attend the best art colleges and universities in the country, often with considerable scholarships.

Attendance

Most studio experiences cannot be made up if missed, so it is essential to be in class on time every day. Students are required to be in class with their tools, materials, home assignments, properly dressed and ready to work on time. We regard attendance as essential to anyone who hopes to compete for any career. Lateness or absence from class will result in the following penalty. If a student misses 20% of any class due to lateness or absence, the grade will be lowered one full grade (e.g. B- to C-).

Critiques

Group and individual critiques are an important part of an art student's education. While it may be difficult for new students to hear about weaknesses in their work, it is the best way for a teacher to show how to improve the work. Learning to hear and use criticism constructively is essential to an artist's growth. Critiques not only help students improve their own work, they also help them develop a critical eye which is necessary for every artist to be successful.

Supply Policy/Lockers

The Visual Arts Department provides many art supplies for its students, especially those that are consumable, specialized, or expensive. Students must provide items such as permanent equipment and

some inexpensive consumable items that will be used throughout their studies at the Baltimore School for the Arts. Students will gradually build up a complete set of basic tools necessary to any art related field. Each Visual Arts student is assigned an Art Locker which is specially designed to store large flat items like the required portfolio and an art supply box. Visual Arts students provide their own locks. Visual Arts students do not have to empty their art lockers before summer break but are required to empty them when they graduate or transfer out of BSA.

Exhibitions

Student exhibitions in the school's professionally equipped gallery provide visibility for the Visual Arts Department and highlight the high-quality work done by our students. Preparing work for exhibitions and having it juried by the Visual Arts faculty is an important aspect of a young artists' education. Since only the strongest works are exhibited, exhibitions serve as important learning tools that demonstrate in a very concrete way what the Visual Arts Department considers to be the most successful work. Students on probation are not permitted to exhibit their work in the gallery. Exhibitions are open to the public, free of charge, and we encourage family and friends to attend our opening receptions as a way of supporting the students, the Visual Arts Department, and the School.

Juries

At the end of each year every student in the school participates in a jury. In the Visual Arts Department, students are required to present a body of work reflecting their best accomplishments in each class. In addition to class work, all students are required to submit at least one independent work done outside of school.

The jury is a private presentation of art work made before a panel of faculty members and professional artists. Students are responsible for the selection, preparation and presentation of their work. Faculty members are readily available for advice and help prior to the jury.

Each student receives a grade for the jury on the last report card of the year that reflects the following:

1. Overall presentation, craftsmanship and care of the work.
2. Quality of individual pieces: work should demonstrate knowledge of materials, techniques, be creative and fulfill the assignment.
3. Oral presentation: the ability to speak on behalf of the work including materials, techniques and goals of each piece.

The jury grade is one of the most important factors in determining a student's continuation in the school. A failing grade on the Jury can lead to dismissal.

VIII. Baltimore School for the Arts Foundation

The BSA has an independent 501(c)(3) Foundation and a professional development staff who works under the leadership of the Board of Overseers to raise contributions and support from the Baltimore community.

The Baltimore City Public School System covers 70% of the BSA's operating budget, which funds faculty salaries and building and maintenance costs. The remaining 30% (approximately 1.4 million dollars) is met through private donations from individuals, foundations and corporations; interest from the school's endowment funds; Expressions ticket sales; and ticket sales from dance, music and theatre performances. These funds support the BSA's arts and academic programs.

The Baltimore School for the Arts Foundation funds costs related to operating an arts school that include:

- Important support of arts programs including performances, visual arts exhibitions, master classes with visiting artists, and cultural outings
- Important support of academic programs including summer assistance program, Saturday School, Study Hall, Student Mentoring, SAT prep, tutoring, AP exams, textbooks, computers and visiting lecturers
- Purchase of instructional materials and supplies including musical instruments, theater scripts, pointe shoes and costumes, visual arts materials, and special library acquisitions including CD's, art books, scores and dance videos
- Special assistance for students: summer study grants for juniors, and last-dollar college scholarships
- Outreach programs including TWIGS, BSA's after-school and Saturday arts training program for Baltimore City elementary and middle school students. This free-of-charge program is critical to the success of the high school. Today, TWIGS has 700+ Baltimore City students enrolled and each year, about 35% of BSA's incoming ninth grade class has participated in the TWIGS program

How Parents Can Help

We would like to suggest the following ways parents may support the fundraising efforts of the board and development staff.

- Purchasing tickets to Expressions and other school performances throughout the year. Ticket proceeds to performances at BSA help us to offset the costs of these productions. It costs a great deal to produce performances and exhibitions and they are an integral part of the BSA curriculum. Unfortunately these costs cannot be covered by the City Schools' budget. Ticket sales enable us to continue to offer these important educational opportunities. We make every effort to keep the prices of tickets as low as possible.
- Making contributions to support the school's annual fund
- Contacting the development office if your corporation or business has a matching gift program and/or philanthropic program. The BSA development staff can take the lead in establishing new relationships for the school with your help.

BSA values the support it receives from our parents and alumni, who understand first-hand how important these special resources are to our students. Please contact Carter Polakoff, Foundation & Development Director at (410) 625-0403 to learn more about the BSA Foundation, or visit the BSA web site at www.bsfa.org.