



# 2018 Student & Parent Handbook

*Please read this handbook thoroughly and bring it with you in June!*

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## A NOTE FROM THE PRESIDENT & THE DIRECTOR OF PROGRAMS

Dear Students,

Welcome to the 2018 Oklahoma Summer Arts Institute! An extraordinary experience of arts immersion awaits you this June.

You will be participating in a creative endeavor that requires rigorous work on your part, but presents the opportunity for tremendous growth. The classes are demanding, and you may experience frustration until you begin to adapt to the accelerated pace and expand your limits. In order to succeed, it is imperative that you keep an open mind and allow yourself to experiment with new techniques and take artistic risks.

The Oklahoma Summer Arts Institute should be considered a journey of discovery. It will be challenging, requiring long hours and intense concentration. However, the reward to you can be significant.

Remember, you were selected from nearly 1,000 auditions—we believe that you are up to the challenge and that you have great talent and the potential for growth as an artist. We look forward to sharing this unique experience with you!



Julie Cohen  
President & CEO



Emily Claudé  
Vice President & Director of Programs

*P.S. PARENTS—This Handbook contains a lot of helpful information for you as well, including arrival and departure schedules, driving information, and important rules and policies. Please review this information carefully!*

## **THE OKLAHOMA ARTS INSTITUTE**

***Mission Statement:*** *To provide exceptional multidisciplinary arts experiences that develop individual talent and inspire a lifelong passion for the arts.*

The Oklahoma Arts Institute is a private, non-profit organization with a vision to cultivate established and emerging artists and educators through arts workshops, immersion and awareness. Since 1977, the Oklahoma Arts Institute has recruited nationally renowned artists to teach a fine arts program for talented Oklahoma youth and a series of continuing education workshops for adults. All programs are held at the Quartz Mountain Arts & Conference Center in Lone Wolf, Oklahoma.

The Oklahoma Summer Arts Institute (OSAI) is the Oklahoma Arts Institute's flagship program. OSAI is an intensive academy for serious, disciplined, and motivated high school students in the artistic fields of acting, creative writing, dance, orchestra, chorus, drawing & painting, photography, and film & video. In addition to studying a chosen field, students are exposed to a rich variety of art forms and learning experiences, and interdisciplinary work is encouraged.

### **QUARTZ MOUNTAIN ARTS & CONFERENCE CENTER**

Quartz Mountain State Park in Lone Wolf, Oklahoma, overlooks the pristine waters of Lake Altus-Lugert. An ancient, sacred, and inspiring site, Quartz Mountain was formerly ceremonial grounds for Kiowa, Comanche, Wichita, Apache and Caddo tribes. Today, Quartz Mountain is home to an Arts & Conference Center. The Center is an ideal retreat for arts immersion. With the 700-seat Robert M. Kerr Performing Arts Center, a state-of-the-art darkroom, five studio pavilions, an outdoor amphitheater, the Beverly Badger Memorial Library, and the Quartz Mountain Art Collection, the Arts & Conference Center is the region's artistic epicenter. Nature lovers enjoy hiking and biking trails, bird watching, and a unique Oklahoma ecosystem. The Arts & Conference Center at Quartz Mountain is truly an Oklahoma treasure.

### **CLASSROOM INSTRUCTION AND GENERAL SCHEDULE**

Classes at OSAI are small in order to ensure a close working relationship with the faculty. This contact with the artists allows for personal direction as well as encouragement, inspiration, and the development of skills. Students are expected to arrive to class, warmed up and prepared, at the scheduled time. *Classes are closed to the public, except for a scheduled visitation period during ONSTAGE Weekend.*

With the faculty and guest artists, OSAI students will explore many facets of their art form, including technique, art criticism and art history, performance practice, contemporary trends and interdisciplinary endeavors. Classes are rigorous and are conducted on a collegiate level. Students benefit from working with other young artists who share their enthusiasm for the arts.

## **TYPICAL DAY AT A GLANCE**

|                      |   |
|----------------------|---|
| 7:00-7:45 a.m.       | Optional Fitness Class                        |
| 7:00-8:30 a.m.       | Breakfast                                     |
| 8:30 a.m.-12:15 p.m. | Morning Classes (Times vary by discipline.)   |
| 11:30 a.m.-1:30 p.m. | Lunch   |
| 12:15-1:00 p.m.      | Optional Fitness Class                        |
| 1:30-5:30 p.m.       | Afternoon Classes (Times vary by discipline.) |
| 5:00-6:30 p.m.       | Dinner  |
| 7:00-9:00 p.m.       | Evening Performances/Presentations            |
| 10:00-10:30 p.m.     | Cabin/Room Meetings                           |
| 11:00 p.m.           | Lights Out                                    |

## **HOUSING**

Student housing assignments are designed to encourage interaction between students of different disciplines. *The Arts Institute does not take requests for roommates.* All housing facilities are air-conditioned. Bed linens and bath towels are provided. Students may want to bring a beach towel for the pool.

Female counselors and female students are housed in the lodge rooms that sleep 3-4 students. Male counselors and male students room in cabins, bunkhouses, and duplexes that sleep 6-14. If a student has special needs related to their housing assignment, please contact Emily Claudé at [eclaude@oaiquartz.org](mailto:eclaude@oaiquartz.org) or 405.605.7500.

## **COUNSELORS AND STAFF**

In addition to eight full-time Arts Institute staff members, dozens of other temporary staff members are hired each summer to work at OSAI. OSAI staff and counselors are carefully selected for their experience and artistic backgrounds. 29 adult counselors live with and supervise the students, as well as perform duties as liaisons to faculty members, office staff, technical crew, and other duties as needed. Other OSAI support staff includes a director of security, a night security guard, a counselor coordinator, a four-person technical theatre crew, and two nurses.

Each student at OSAI works closely with two counselors during the program. A housing counselor lives in the same housing area as the student and is responsible for making sure they are checked in to their housing units every night. In addition, there is a counselor who acts as a “liaison” in each class. This counselor is a communication link between the students and the faculty member and assists the faculty member and students in a variety of ways during class.

The counselors have been chosen for their dedication to young people and the arts. They are skilled in many different areas. Many are former students of the Institute themselves. They can be a great source of information to the student. The students are their primary responsibility at the Institute. Counselors are there to help work out problems or answer questions. However, they cannot help with a problem they do not know about. Open communication is critical to making the Institute experience the best it can be.

## **FACULTY AND GUEST ARTISTS**

Faculty at OSAI are professional, working artists in their field. Faculty are selected based on their skill and reputation as artists and their dedication to working with young people. The faculty are given as much freedom as possible in how they choose to teach their classes. All classes are conducted on an accelerated, collegiate level. Guest artists of national reputation also visit the Institute for shorter residencies to work with the students.

Faculty and Guest Artist bios are available on the OAI website and will also be included in a guide booklet provided at check-in.

## **PERFORMANCES AND PRESENTATIONS**

In addition to student performances, all core faculty and guest artists will perform and give lectures and demonstrations throughout the Institute. These presentations give students the opportunity to learn about and participate in other art forms. They may take the form of a slide show, lecture/demonstration, or an audience participation event, usually with an opportunity for question and answer.

Students are required to attend every performance, lecture, and demonstration during the Institute. Students will receive a complete daily schedule of events, including performances, in a booklet provided at check-in.

At OSAI, all students are given the opportunity to perform for their peers, their families and friends, and the general public. The Institute Orchestra and Chorus will give two concerts during OSAI. All students will display their talents during the final ONSTAGE Weekend to standing-room-only audiences. These performances are free and open to the public. Digital downloads of the performances will be available for purchase after OSAI.

## **HEALTH**

Parents must complete and sign the Health Questionnaire and Authorization Form. It is very important that OAI has accurate medical information about the student as well as permission from parents to treat and transport the student to the nearest medical facility in case of emergency. No student will be admitted to the Institute without these forms on file.

It is highly recommended that your child arrive at Quartz Mountain fully vaccinated. For information regarding immunizations, please contact your healthcare provider, call Immunization Service at 405.271.4073, or visit <http://imm.health.ok.gov>.

Please remember that the weather is very hot in June and the sun is intense. Be sure to drink plenty of fluids throughout the day and wear sunscreen and protective clothing when outdoors. Students should also carefully watch any insect bites and report to the nurses if swelling or redness becomes severe.

Registered nurses will be in residence 24 hours a day at the Institute. All medication, including over-the-counter medication, must be left with the Institute nurses to administer as needed. This is for the safety of all students at the Institute. Students should also inform the nurses of any medical concerns. Additionally, counselors receive CPR and first aid certification during their orientation session prior to OSAI.

## SECURITY

The Oklahoma Arts Institute, in conjunction with the Quartz Mountain lodge and park staff, take every precaution to ensure the safety of each student attending the Summer Arts Institute. The Rangers of Quartz Mountain State Park are responsible for enforcing the law within the park and work closely with OAI to ensure safety during the Institute. Additionally, the Arts Institute hires its own Director of Security & Transportation and Night Security Guard.

Once OSAI has commenced, the Lodge is closed to the public, and the road to the Lodge is closed. Visitors are only allowed during public performances and during ONSTAGE Weekend. A security checkpoint of volunteers work under the supervision of the Rangers to check that every car entering the area is authorized.

## SEVERE WEATHER PROCEDURES

During orientation, counselors and staff receive training on evacuation procedures during severe weather and will ensure each student is aware of this protocol.

### Designated Shelters

Lodge Guest Rooms: All occupants should proceed to the 1st floor hallway and congregate in the central areas around rooms 122 to 132 and rooms 134 to 149. Do not use the elevator. Do not congregate around glass doors. All fire doors and guest room doors should remain closed.

Main Lodge: Proceed to the banquet hallway. Enter the kitchen galley doors between the ballroom and the OSAI office. Or enter through the back doors of the ballroom.

Amphitheater and Pavilions: Proceed to the lodge guest rooms and gather in the central hallway of the 1st floor as outlined for Lodge Guest Rooms.

Performing Arts Center: During performances someone will be on hand to unlock the door to the underground mechanical room. Proceed to the stage and exit stage right. The mechanical room entrance is just outside the nearest exit. When there is no performance in progress, the mechanical room may not be unlocked. In that case, if time permits seek shelter in the Main Lodge. Otherwise, proceed to the PAC restrooms.

Cabin Duplexes: If time permits, seek shelter in the PAC mechanical room (only if the counselor in charge has a key) or the Main Lodge. Otherwise, seek shelter in the restroom.

Mountain View Dorms: Seek shelter in the restrooms.

Lakeview Cabins: If time permits, seek shelter in the concrete public restrooms in the nearby park area. Otherwise, Cabins 1 through 8 should seek shelter in the cabin bathrooms and Cabin 9 should seek shelter in the hallway closet adjacent to the master bedroom door (all doors to the rooms and bathroom should be closed).

## RULES AND POLICIES

Certain procedures and policies governing behavior while at the Summer Arts Institute must be followed in order to ensure participants get the most out of their experience. All students and parents must sign a pledge of responsibility acknowledging that they are familiar with these rules and regulations.

**The Institute administration reserves the right to dismiss any student who violates these rules at any time. Upon dismissal, parents are responsible for making arrangements to pick up their child. Please note that any disciplinary problems will also be taken into account during the future selections for OSAI, and major violations of the rules may disqualify the student from future consideration.**

### Alcohol and Drugs:

Possession of alcohol or illegal drugs in any form is prohibited and is grounds for immediate dismissal. Prescription and over-the-counter drugs must be registered with the nurse at check-in. The Institute reserves the right to inspect student, faculty, and staff rooms if there is cause to believe this rule has been violated.

### Safety:

Fireworks and weapons are strictly prohibited at OSAI. Please also leave pocketknives at home.

Students are not permitted to drive vehicles during the Institute. Students are not permitted to get in a vehicle with anyone other than identified Institute personnel and only in an authorized OAI vehicle.

Other than attendance at public performances in the Performing Arts Center, guests are not allowed on campus after check-in (except at designated hours on the middle Sunday and during ONSTAGE Weekend). Students may not invite any non-Institute persons into housing areas at any time, nor are students allowed in cabins or housing areas outside of Institute jurisdiction.

Students are never permitted to go in the lake for any reason.

Students are not permitted to walk on the road after dark. No bikes or skateboards are allowed during the Institute.

Students may use the swimming pool only during posted hours and in the presence of approved Institute staff.

Romantic or sexual relations with faculty, staff, or counselors, consensual or otherwise, are strictly prohibited and constitute grounds for immediate dismissal of both parties.

Shirts and shoes are required in all Quartz Mountain facilities, with the exception of the pool and cabins/housing areas. Additionally, it is strongly recommended that participants wear shoes at all times when outdoors due to the presence of scorpions and centipedes.

All illnesses and accidents must be reported immediately to the nurse. Students may not stay in their room during the day, even if sick, but must instead report to the infirmary.

### Theft and Damage:

Destruction of property, including graffiti, is absolutely forbidden. Individuals will be held personally responsible and will be expected to pay financial compensation for any property damage they cause.

Participants are expected to show respect for the physical grounds where the Institute is held. Littering will not be tolerated.



Classroom and living spaces at Quartz Mountain can be crowded. As such, participants are expected to be respectful of the belongings of others. Searching through or tampering with someone else's property is strictly prohibited.

Smoking:

Pursuant to state law, the Quartz Mountain Arts & Conference Center is a smoke-free facility.

Attendance:

Students are required to arrive at the Institute on opening day, to remain on campus until after Closing Ceremonies, and to attend all evening electives, classes, and events. They are expected to be on time to classes and events and to arrive prepared. Students may not leave the grounds once the Institute has begun except under special circumstances that have been agreed upon in writing with the President or the Director of Programs prior to opening day or in an emergency with the permission of the President or the Director of Programs. If a student chooses to leave early for a non-emergency circumstance, he/she will not be allowed to return to the Oklahoma Summer Arts Institute in the future.

Respect:

Students are expected to respect their fellow students, Institute staff and faculty members, Park and Lodge personnel, and the visiting public. Students must be tolerant of differences in religion, race, gender, sexual orientation, national or ethnic origin, and culture. Disrespectful, disruptive or undisciplined behavior during class or Institute events may be cause for dismissal.

Students should immediately report any type of harassment or bullying to their counselor or an OAI staff member. Such behavior will not be tolerated and includes threats, name-calling, intimidation, hazing or inappropriate touching, gestures, or verbal/nonverbal communication that makes a student feel uncomfortable or unsafe, even if that is not the intent of the person engaging in such behavior.

All participants are expected to behave with courtesy toward all performers and audience members. It is an artist's responsibility to be a good audience member, as well as performer. Food and drink are never allowed in the performance areas. Use of electronic devices (cell phones, e-cigarettes, MP3 players, etc) is strictly prohibited in classes and performances. Any electronic device that interrupts class or performance time will be confiscated for the duration of OSAI and returned after check-out.

Students must abide by the dress code at all times (see Clothing and Dress Code section). If the OAI administration determines that an outfit is offensive, disruptive, distracting or otherwise inappropriate, the student will be asked to change.

### **STUDENT DISCIPLINE PROCEDURE**

Students are expected to review the rules set forth in the handbook and sign the Student/Parent Responsibility Pledge, agreeing to abide by these rules, prior to attendance.

During the Institute, students found to be in violation of the rules will be informed of the particular infraction and potential consequences. The OAI administration will consider available information, including the student's own explanation of circumstances, before making disciplinary decisions. The student's counselor, liaison, faculty member, and/or parent/guardian(s) will be involved in the process as appropriate.

Because violation of the rules of conduct affect the entire community, the OAI administration will take into consideration the wellbeing of the OSAI community as a whole in determining the appropriate action to be taken. OAI reserves the right to dismiss any student at any time for a serious infraction of the rules. Students dismissed for disciplinary infractions generally will not be considered for future admission to the Summer Arts Institute.

## **HELPFUL INFORMATION FOR YOUR QUARTZ MOUNTAIN STAY**

### **Meals**

All meals will be served buffet style in the lodge dining room. Vegetarian entrees, as well as a salad bar and fresh fruits are available at each meal. Special diets will be accommodated, but the Institute must be apprised in advance. Although a microwave is available in the restaurant for student use, please be aware that students do not have access to other cooking appliances or refrigerators. Due to the size of the dining room, students will be divided into three groups and eat at assigned meal times. Students will be issued an ID bracelet that must be worn at all times in order to be admitted to the dining room.

### **Oklahoma Arts Institute Store**

The OAI Store, located in the lodge, is open daily during the Institute. The store stocks a variety of snack foods and water. The OAI store also sells a variety of OSAI-related items, including reusable water bottles, t-shirts, and faculty books. Personal checks, cash, Visa and MasterCard are all acceptable forms of payment.

### **Motor Vehicles**

Prior to OSAI, students are asked to notify the OAI administration as to whether they intend to drive their own car to Quartz Mountain. In order to assign each student a parking space, we must have this information BEFORE check-in. Immediately after check-in at Quartz Mountain, students who drove themselves will have an opportunity to deliver their belongings to their room, then park their vehicles in an assigned area. Students must then give their keys to the Director of Security & Transportation for safekeeping. Students may not drive their vehicles while the Institute is in session. Keys will be returned when students check out after closing ceremonies on the final Sunday of the Institute.

### **Getting Around on the Mountain**

It is a very long walk from the cabins to the lodge. A shuttle bus service will run on a regular, posted schedule for students staying in the cabins. Students are expected to be aware of the bus schedule and be on time for classes and performances. No special bus runs will be made for students who miss the bus. Students may not walk on the road after dark. In the interest of safety, students are not allowed to bring bicycles, scooters, or skateboards to Quartz Mountain.

### **Mail, Phone, Email, and Internet Access**

Letters and packages mailed to students can be picked up outside the Institute's main office daily. Phone messages for students will be given to them through their housing counselor, and students will not be pulled from class to receive messages except in emergencies. Students may call home at any time during breaks in the class schedule. There are no outside phone lines in student rooms and cell reception may be intermittent depending upon the carrier.

Use of electronic devices (cell phones, e-cigarettes, MP3 players, etc) is strictly prohibited in classes and performances. Any electronic device that interrupts class or performance time will be confiscated for the duration of OSAI and returned after check-out.

**Internet access is not available for students during the Institute, and students are not allowed to have personal computers (including tablet computers) or to watch TV while at Quartz Mountain. Dedicated e-readers, such as the Kindle, Nook, Kobo, etc, are allowed, but we strongly discourage bringing electronics of any kind. The Institute cannot be responsible for damaged, lost, or stolen valuables.**

*Please note: Creative writing students will be allowed to bring their own laptop computers, but they must remain in the creative writing classroom for the duration of OSAI and will be secured when class is not in session.*

### **Laundry**

Students may want to bring laundry detergent to wash a few clothes in the room sink. Large loads may be sent to a commercial laundry in Altus *at the student's expense* only on Sunday, June 17. The student's clothing and laundry bag must be clearly marked. Laundry will be returned for pick-up at the Institute office on Tuesday, June 19. *The Institute is not responsible for lost or damaged items.*

### **Clothing and Dress Code**

#### **Dress Code:**

Students' attire must be respectful of others and appropriate for the educational environment of OSAI. Clothing items must not be excessively revealing (e.g. undergarments and midriffs must be covered). If the OAI administration determines that an outfit is offensive, disruptive, distracting, or otherwise inappropriate, the student will be asked to change. Discipline-specific clothing needs as determined by the faculty members will be included on the classroom supply lists. Students will be notified by email when supply lists are available.

#### **Clothing Recommendations:**

Students should bring enough clothing for at least 7-14 days, and may want to include the following: bathrobe, swim suit, raincoat, and jacket. Many students choose to bring dressier clothing for performances and special events. Students should have their name sewn or marked in all items of clothing and accessories. Keep in mind that, although it will be hot outside, all Quartz Mountain facilities are well air-conditioned, so students should be prepared to layer. Students wishing to send out laundry on the second Sunday of OSAI should bring an indelibly marked laundry bag.

### Shoes:

Comfortable shoes are recommended for daily classes and walking around campus. Students should also pack extra socks, in case of rain. Students must bring at least one pair of closed-toe shoes. If students choose to hike at Quartz Mountain, closed-toe shoes are required, but hiking boots are best. Also, all students will participate in folk dance classes during the first week of OSAI, and *bare feet and flip-flops are NOT allowed.*

### Spirit Days:

Wednesday, June 13: Silly Sock Day

*Show off your zaniest pair of socks... and sandals, if you're bold!*

Monday, June 18: Wildlife Appreciation Day

*It's time to break out the wolf t-shirts and other favorite ferocious fashions.*

Wednesday, June 20: Housing Group Identity Day

*Get creative with your housing group and set yourselves apart.*

### T-Shirt Printing Elective:

On Thursday evening, June 21, there will be a t-shirt printing elective. Original designs and printing assistance will be provided. Students are encouraged to bring a plain, solid-colored item of clothing or other fabric to print on. The OAI Store will also have some plain materials available for purchase.

### Other Items to Bring

1. A copy of this **Student Handbook** – *Please bring to orientation and to your first cabin meeting on Saturday, June 9!*
2. Please bring a **flashlight** with working batteries.
3. Students are **required to bring ten sheets of personal stationery or note cards, with envelopes, and seven \$0.49 (or forever) stamps** for writing thank-you letters to donors.
4. Students are advised to **leave valuable items at home**. Any valuables that must be brought should be kept in a suitcase or footlocker that locks. *OAI is not responsible for lost or stolen items.*
5. A variety of snacks and drinks are available for purchase at the Institute Store and at the front desk, but you may want to bring **additional snacks**. It's also a good idea to bring a **reusable bottle for water**.
6. Male students should bring a **footlocker or a plastic tub**. This precaution will help to keep insects and other creatures out of personal belongings. We also suggest that all toiletry items be kept in a small plastic carrier or Ziploc bags. Students must bring their own hangers for the closets.
7. On Sunday, June 17, the OSAI Variety Show will be held in the PAC. Students are encouraged to bring **special costumes, props, or instruments** they may need if they choose to perform. All variety show acts must include cross-discipline collaboration and be approved through the OAI office.

8. **Spending money** may be needed to purchase supplementary drinks and snacks, items from the Institute store (such as t-shirts and books), and to pay for laundry service and other miscellaneous items. The Institute Store accepts cash, checks, Visa, and MasterCard. The Arts Institute will not cash personal checks. Angel Fund recipients will receive a t-shirt and a small stipend for the Institute Store in order to purchase snacks.
9. The following items are **also suggested**: alarm clock, backpack, bug spray, camera, cards & games, hat, raincoat or umbrella, sunglasses, sunscreen, and an extra towel for the pool. (Bath towels, bed linens, and pillows are provided.)
10. Discipline-specific **supplies for classes**. Each faculty member will compile a list of **Classroom Supplies** you will need to bring this summer for your discipline. Students will be notified by email when supply lists are available.

### Optional Activities

In addition to classes, performances, lectures, and demonstrations, many optional activities are offered during OSAI. Students will receive a complete daily schedule, but activities may include: board games, a dance, discipline-specific electives, fitness classes, group runs, karaoke, open mic night, outdoor activities, sunrise hikes, and more!

## **IMPORTANT DATES AND SCHEDULES**

### Student Arrival and Check-In

#### **Saturday, June 9**

|                |   |
|----------------|---|
| 1:00-2:00 p.m. | Check-In for New Students / PAC                               |
| 1:30-3:00 p.m. | Tours for New Students / Lodge Lobby                          |
| 2:00-3:00 p.m. | Check-In for Returning Students / PAC                         |
| 3:30-4:30 p.m. | Orientation / PAC ( <i>parents are encouraged to attend</i> ) |
| 4:45 p.m.      | Campus Closes to All Visitors                                 |
| 4:45 p.m.      | Students Meet in Assigned Housing Areas                       |
| 5:15-6:30 p.m. | Dinner / Ballroom   |
| 7:00 p.m.      | Meet the Faculty / PAC  |
| 8:00-9:00 p.m. | First Class Session   |
| 9:45 p.m.      | Cabin Meetings  |
| 11:00 p.m.     | Lights out  |

#### New Student Tours

First-time students should arrive sometime between 1 p.m. and 2 p.m. **While every student MUST check in, tours are optional.** Students are recommended to check in first, then attend a tour. Check-in will take place in the Performing Arts Center (PAC), and new student tours will begin in the lobby of the Quartz Mountain Lodge at 1:30, 1:45, 2:00, 2:15, 2:30, and 2:45. If a new student misses the last tour at 2:45 p.m., staff and volunteers will be available to identify important locations as necessary.

#### Student Check-In

To expedite the check-in process, new students and returning students are assigned separate check-in times. Please park cars at the Quartz Mountain Lodge and **leave luggage in the car until after check-in.** Allow 5-10 extra minutes to walk across the footbridge to the Robert M. Kerr Performing Arts Center (PAC) where check-in and orientation will be held.

*Please bring all medications to check-in to leave with the nurses, who will store and dispense medications as needed.*

Orchestra students with large instruments (cello, double bass, and tuba) may unload their instruments directly at the PAC and then drive to the lodge parking area. All other instruments may be unloaded and checked in at the Lodge Lobby prior to orientation to keep them out of the heat, so please allow time beforehand to complete that task. Cars with accessible parking authorization may park at the PAC in designated spaces for check-in and orientation. After orientation, these cars should be moved to the spaces for accessible parking designated in the Lodge parking lot.

### **VIP Day**

#### **Saturday, June 16**

Donors, legislators, and other distinguished guests will visit Quartz Mountain to tour classes and attend evening performances. These activities are part of the Institute's donor cultivation efforts and are by invitation only. Other visitors may attend the public performances in the PAC that evening, but may not tour classes, attend dinner, or otherwise visit campus on VIP Day. Parents and other guests will have an opportunity to tour classes and visit campus the following weekend. Students will be asked to dine with our VIP guests on Saturday evening so they can express their appreciation for the program assistance and scholarships donors provide.

### **First Week Chorus and Orchestra Concerts**

#### **Saturday, June 16, 7:00-8:30 p.m. / PAC**

Chorus and orchestra students will give their first performances the first Saturday evening in a combined concert. The security gate will open to the public at 6:00 p.m.

### **Celebration of the Spirit**

#### **Sunday, June 17, 10:00-11:00 a.m. / Amphitheater**

Celebration of the Spirit is a program and time for quiet reflection held in memory of special friends of the Arts Institute, featuring performances by faculty, counselors, and students.

### **Student Check-Out on Middle Sunday**

#### **Sunday, June 17 / Ballroom Foyer**

On Sunday at 11:30 a.m., students may be checked out by any person listed on the Authorized Check-Out Form which should be returned with the other materials in the parent packet. For security purposes, *all persons checking out students will be required to show a valid photo ID.* Students who have left campus must check back into the Ballroom Foyer no later than 5:15 p.m. Activities and elective workshops will be available for students staying on campus.

### **Instrumental Music Performances**

#### **Tuesday, June 19 and Wednesday, June 20, 7:00 p.m. / PAC**

Ensembles comprised of orchestra students perform in the Robert M. Kerr Performing Arts Center.

### **ONSTAGE Weekend (Final Student Performances)**

At the end of the second week, parents, friends, and family of students are invited to "ONSTAGE Weekend," a showcase of student performances and presentations. These events are open to the public and free of charge.

**Friday, June 22**

6:30-7:30 p.m.

ONSTAGE Performances: Dance / PAC

7:30-8:00 p.m.

Reception / PAC Deck

8:00-9:00 p.m.

ONSTAGE Performance: The Institute Chorus / PAC

**Saturday, June 23**

10:00 a.m.

ONSTAGE Gallery Opening (Drawing & Painting and  
Photography) / Amphitheater

1:00-2:00 p.m.

Classes Open to Parents and Visitors

2:30-3:30 p.m.

ONSTAGE Performance: Acting / PAC

3:30-4:00 p.m.

Reception / PAC Deck

4:00-5:30 p.m.

ONSTAGE Performance: Creative Writing and Film & Video /  
PAC

8:00-9:00 p.m.

ONSTAGE Performance: The Institute Orchestra / PAC

**Sunday, June 24**

10:00 a.m.

Closing Ceremonies / PAC

**Departure and Check-Out**

Closing ceremonies are an important time of closure and farewell for students who have spent an intensive two weeks together. Orchestra and chorus students will be involved in a short performance at closing ceremonies. No student will be dismissed before closing ceremonies.

Students will check out immediately following closing ceremonies on Sunday, June 24 with their housing counselor in the students' housing area. It is necessary that all students go through the check-out procedure to document the release of the Institute's responsibility for each student and the time of departure, as well as to wrap up the final details, such as key returns, certificates of achievement, and retrieving lost & found items.

Students not driving themselves must have an authorized person present to check the student out no later than 11:00 a.m.

**OTHER HELPFUL INFORMATION FOR PARENTS**

The following information summarizes some of the points most important to parents. However, please read the entire handbook with your child—there is a lot of important information you will need to know in order to make your child's experience successful!

**Check-In**

**Only one parent** should accompany your child through check-in at the Robert M. Kerr Performing Arts Center (PAC) to avoid overcrowding. Other family members may remain on the PAC deck or in the seats of the PAC. Please plan to check in **ONLY** during your child's assigned time (see Student Arrival and Check-In section for schedule). In order to protect instruments from the heat, large instruments may be secured in lockers located in the backstage area of the PAC. Small instruments may be checked in at the Lodge Lobby. Please leave all other luggage in your car during check-in. There will be time after check-in for settling in. *Also, parents should plan to attend orientation with your child, as much of the information will be useful to parents as well as students.* The campus will close to all visitors following the orientation.

### **Attending Performances**

In order to find parking and secure a seat in the PAC, we encourage you to arrive early for the performances and events. The security gate will open to visitors one hour before public performances. Please be advised, some performances and events will have larger crowds than others.

### **Dining With Your Student at Quartz Mountain**

Parents and friends may visit and dine with students in the Sundance Café only at designated times during OSAI: Lunch on Saturday, June 9 (check-in) from 11:00 a.m. to 2:00 p.m., lunch on Sunday, June 17 (student afternoon off) from 11:30 a.m. to 1:30 p.m., dinner on Friday, June 22 from 4:30 p.m. to 6:00 p.m., lunch on Saturday, June 23 from 11:00 a.m. to 1:00 p.m., or dinner on Saturday, June 23 (ONSTAGE Weekend) from 5:30 p.m. to 7:00 p.m. If you want to dine with your child on any of these dates, meal tickets for the Quartz Mountain buffet are \$16 and will be sold at the front desk of the Quartz Mountain Arts & Conference Center.

### **Parent Accommodations**

Families and friends who wish to stay overnight during ONSTAGE Weekend, June 22-24, should note that there are no rooms available at the Quartz Mountain Arts & Conference Center. There are 268 students whose families and friends will be visiting that weekend and need accommodations, so we recommend that you make nearby reservations well in advance. Information about overnight accommodations in the Quartz Mountain area is available on our website at <https://oaiquartz.org/quartz-mountain/directions>

### **Visitation and Student Attendance Policies**

We work very hard to maintain a retreat atmosphere for the uninterrupted study of the arts during OSAI. Constant absences or distractions from class activity compromises our ability to ensure student safety and security, significantly undermines your child's study of the arts, and negatively affects the experience for all students in the classroom. We ask that you understand and comply with our program policy, as follows:

- No visitors are allowed on campus, except at public performances and during ONSTAGE Weekend.
- *Other than attendance at the chorus & orchestra concerts on Saturday evening, June 16, family & friends are not allowed on campus during VIP Day due to space limitations.* All VIP Day events are by invitation only for our donors and public partners. However, parents are welcome to visit classes on Saturday afternoon, June 23, 1:00-2:00 p.m.
- No student may leave the Institute during the program, except in the case of an Institute field trip, an emergency, or during authorized check-out on Sunday, June 17 from 11:30 a.m. to 5:15 p.m. Absences for special circumstances are permissible only with pre-arranged, written permission of the Institute administration. Absences for any other reason will not be permitted. To allow your child to leave on Sunday June 17, you must sign and return the Authorized Checkout form in advance indicating who is allowed to check out your child. Without this form on file, your child will not be allowed to leave. Please understand that this rule is in place for the safety of your child.



- Students are encouraged to call home between breaks in their classes and after performances in the evenings before 10:00 p.m. Please be aware that cell phone service can be spotty. Letters and packages are always appreciated. A mailing address is provided in this handbook.

These policies will be further discussed at our Parent/Student Orientation, Saturday, June 9 at 3:30 p.m. Please feel free to call our administrative offices at any time with any questions you may have: 405.605.7500. *(During OSAI, the Oklahoma City office phone is forwarded to Quartz Mountain.)*

### **Homesickness**

If you can remember your first time away from home, you will not be surprised if you receive a phone call from your child on the first day of class. Many students initially discover that the curriculum is harder than they anticipated. Most students attending the Institute are used to being one of the most artistically talented students in their school, and now they find themselves in a classroom full of exceptionally talented students. In addition, they are in a strange place, surrounded by lots of exuberant artists. They may feel alienated or insecure at first. Though it may not seem like it to a teenager, two weeks is a very short time in their lives. It is important for students to realize that they are at the Institute not to compete or to be judged, but to learn. Students should also recognize that they have made a commitment to their class at the Summer Arts Institute, as well as to the donors who have provided their scholarship, and it is important to see OSAI through to completion. Across the board, we have found that, after the first few days, students adapt to the schedule and demands of the program and have a wonderful experience. They will make many friends and contacts at the Institute, and they will find it difficult to leave at the end of the two weeks.

As a parent, you can help by listening sympathetically and encouraging your students to remain in class. There are many resources for frustrated students at OSAI. Encourage them to talk through their problems with their counselor or liaison. The Institute's nurses have many years experience dealing with homesickness and the physical symptoms it can produce. Most importantly, you and your student must remember that the Institute administration cannot remedy a situation if we do not know it exists. Communication is key to a positive and productive experience at OSAI. Please feel free to call our office if you have any concerns or if you feel we need to check on your child.

### **Social Media**

Friends and family can enjoy Quartz Mountain from home during OSAI by liking and following along on social media! Keep up with the excitement happening in the classroom and community by following @oaiquartz on Facebook, Twitter, and Instagram. We will also post updates, photos, and videos on our Youtube channel regularly. Use the hashtag #qmrocks on your Quartz Mountain posts!

## HELPFUL HINTS FROM OSAI ALUMNI

Give family and friends your address before you come. You will want mail and care packages.  
Bring spending money for snacks and t-shirts.  
Bring a book, cards, journal, or something else to do during odd hours of the day.  
Be prepared to live in close quarters with other students and counselors.  
Be involved! Go on hikes and take advantage of optional activities.  
Be prepared to work hard and be ON TIME for everything.  
Be open-minded and try new things. Bring your sense of humor.  
Be serious about your art form. Work hard and stretch your boundaries and limitations.  
Don't be afraid of the fast pace and hard work. The instructors know you will make mistakes.  
Try to get as much sleep as you can.

## DRIVING DIRECTIONS

PLEASE NOTE: *Some GPS devices do not have map data that leads to the Lodge.* Please make note of the following directions:

### From the West:

Follow I-40 east to Exit 20 at Sayre, OK. Follow Hwy 283 South approximately 45 miles, through Mangum, to the Junction of 283 & 44. Turn left on 44 and drive for approximately 2 miles. At the Quartz Mountain Resort sign, turn left onto Highway 44A and follow the signs back to the Resort. Inside the park, follow the signs to the Lodge.

### From the East/Oklahoma City Area:

(*Please note*—If traveling from the Norman area, you will save 30 minutes by taking the Hwy 9 West/H.E. Bailey Spur to Exit 83 at Chickasha and heading west on Highway 9 to Hobart, then continuing with these directions from Hobart.)

Follow I-40 west to Exit #66; take Hwy 183 south toward Cordell/Hobart (35 miles). Turn right onto Hwy 9 west (not Business 9) to Lone Wolf (9 miles). At Lone Wolf, turn left onto Hwy 44 south (8 miles). Turn right onto junction 44a (1 mile). Inside the park, follow the signs to the Lodge.

### From the South:

Take Highway 287 to Wichita Falls and on to Vernon, Texas. Exit onto Highway 283 in Vernon going north through Altus, OK, continuing north to the Junction of 283 and 44. Turn right to continue north on 44 for approximately 2 miles to the Quartz Mountain Resort entrance. Turn left onto Highway 44A and follow the signs back to the Resort. Inside the park, follow the signs to the Lodge.

### From the North:

Take I-35 south to Oklahoma City. Take I-40 west from Oklahoma City to Exit #66 and head South on Hwy 183 toward Cordell/Hobart (35 miles). Turn right onto Hwy 9 west (not Business 9) to Lone Wolf (9 miles). At Lone Wolf, turn left onto Hwy 44 south (8 miles). Turn right onto junction 44a (1 mile). Inside the park, follow the signs to the Lodge.

### **CONTACT INFORMATION AT QUARTZ MOUNTAIN**

OAI Office at Quartz Mountain (8:00 a.m. to 6:00 p.m. daily): 405.605.7500  
(*The Oklahoma City office phone is forwarded to Quartz Mountain during OSAI.*)  
Quartz Mountain Front Desk (after-hour emergencies): 580.563.2424

Mail should be addressed to:

Student name  
Oklahoma Arts Institute  
c/o Quartz Mountain Arts & Conference Center  
22469 Lodge Road  
Lone Wolf, OK 73655

### **OKLAHOMA ARTS INSTITUTE STAFF**

#### **Julie Cohen**

President & CEO

#### **Carson Misner**

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#### **Shana Gibelyou**

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#### **Anne Peters**

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OSAI Music Coordinator  
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