



2020 Student & Family Handbook

Please read this handbook thoroughly!

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A NOTE FROM THE PRESIDENT & THE DIRECTOR OF PROGRAMS

Dear Students,

Welcome to OSAI at Home! An exceptional arts education experience awaits you this June.

While we acknowledge there is no way to replicate the experience of being at Quartz Mountain together, we want to do everything we can to ensure this is a positive and productive experience for you. Developing an online program from scratch has been a rigorous endeavor for our staff, but one that has been a labor of love. Our hope is that you find opportunity for tremendous growth, even though we can't be together in person. Your classes will be demanding, but if you keep an open mind and allow yourself to experiment with new techniques and take artistic risks, we have no doubt you will finish OSAI at Home with a sense of accomplishment and pride.

OSAI at Home should be considered a journey of discovery, and the online format certainly presents new challenges. We will do our best to inspire you and provide you with the tools necessary to develop your individual talent, but it's up to you to use those tools to your advantage. Be on time, ask questions, try new approaches, and don't be afraid to make mistakes. We are here to support you and look forward to seeing the fruits of your labor.

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 learning and sharing this unique experience with you!



Julie Cohen
President & CEO



Emily Claudé
Vice President & Director of Programs

P.S. FAMILIES—This handbook contains a lot of helpful information for you as well. 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.

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.

CLASSROOM INSTRUCTION

Classes at OSAI are small in order to ensure a close working relationship with the faculty. This contact with the artists allows for individualized instruction 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 for students only and are closed to the public.*

Classes are rigorous and conducted on a collegiate level. With the faculty and guest artists, OSAI students will explore several facets of their art form. Students also benefit from working with other young artists who share their enthusiasm for the arts.

STAFF

In addition to eight full-time Arts Institute staff members, dozens of other temporary staff members are hired to help facilitate OSAI at Home. Carefully selected for their experience and artistic backgrounds, OSAI staff supervise the students, as well as perform duties as assistants to faculty members, office staff, technical crew, and other duties as needed. There will be multiple "liaisons" in each class who serve as communication links between the students and the faculty member/s and assist the faculty member/s and students in a variety of ways during OSAI at Home.

Liaisons have been chosen for their dedication to young people and the arts. They are skilled in many different areas, and many are OSAI alumni. The students are their primary responsibility during OSAI, and students should rely on their class liaisons as trusted resources. Liaisons 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 OSAI at Home the best it can be.

FACULTY

OSAI faculty 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

Guest artists of national reputation will also make appearances each evening during OSAI at Home. These presentations may take the form of a lecture, demonstration, or interview, usually with an opportunity for question & answer. Students are required to attend every guest artist presentation during OSAI at Home.

POLICIES AND RULES

OAI Non-Discrimination Policy

Diversity is one of the strengths of our organization and its programs. OAI is committed to maintaining employment, recruitment, hiring, and educational settings that are culturally, racially, and ethnically non-discriminatory and all-inclusive. Respecting differences is one of OAI's core values.

OAI does not discriminate or permit discrimination against any person employed by, applying for, attending, or associated with OAI's programs, based on the person's race, color, age, religion, political beliefs, national origin, disability, familial status, sex, sexual orientation, gender identity, or gender expression.

OAI Anti-Harassment Policy

OAI strives to create and maintain an environment in which all are treated with decency, dignity, and respect. Harassment, whether verbal, written or physical, is a form of discrimination. Harassment includes all types of bullying, intimidation, direct insults, malicious gossip, and victimization. OAI's Anti-Harassment Policy will be strictly enforced and may lead to disciplinary action, including dismissal from a program or employment.

OSAI Rules

In addition to these general policies, certain procedures and rules governing behavior during OSAI at Home 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.

The OAI administration reserves the right to dismiss any student who violates these rules at any time. Please note that any disciplinary problems will be taken into account during future selections for OSAI, and major violations of the rules may disqualify the student from future consideration.

Attendance:

Students are required to attend all classes, guest artist presentations, orientation, and closing ceremonies. They are expected to be on time to classes and presentations and to arrive prepared. Because there is a long waitlist of students wishing to attend, if a student chooses not to complete OSAI at Home for a non-emergency circumstance, they will not be allowed to return to OSAI in the future.

Respect:

Students are expected to respect their fellow students, staff, and faculty members. Students are expected to be honest in all dealings with staff, faculty, and other students. Disruptive or obstructionist behavior will not be tolerated.

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.

Students should immediately report any type of bullying, discrimination, or harassment to their liaison or other staff member. Such behavior will not be tolerated, even if that is not the intent of the person engaging in such behavior.

STUDENT DISCIPLINE PROCEDURE

Prior to attendance, students are expected to review the rules set forth in the handbook and sign the Student & Family Responsibility Pledge, agreeing to abide by these rules.

During OSAI at Home, 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 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 OSAI.

SOCIAL MEDIA

Keep up with our #OSAIatHome community on social media! Follow @oaiquartz on Facebook and Instagram, and use our official hashtags #OSAIatHome and #QMrocks when you post, so we can see and share your content.

OTHER HELPFUL INFORMATION FOR PARENTS/GUARDIANS

While your student will be learning from home, which brings its own set of challenges, we are striving to maintain as much uninterrupted study of the arts as possible during OSAI at Home. 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!

Important Dates

Sunday, June 14

3:00-4:00 p.m.
attend.)

Student & Family Orientation (*Parents are encouraged to*

Friday, June 19

7:00-8:30 p.m.

Closing Ceremonies (*Parents are encouraged to attend.)*

Creating a Space for Learning

Work with your child to designate a space for learning that will limit distractions as they complete their class work.

Attendance

Absences or distractions from educational activities significantly undermines your child's study and detracts from the experience for all students in the classroom. 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.

Visitors

Visitors may not attend online classes or presentations. (However, families are encouraged to attend orientation on Sunday afternoon, June 14 and closing ceremonies on Friday evening, June 19.)

Adjusting to OSAI at Home

Many OSAI students initially discover that the curriculum is harder than they anticipated. Most students attending OSAI at Home are accustomed to being one of the most artistically talented students in their school, and now they find themselves in a classroom full of exceptional students, and they may feel insecure at first. It is important for students to realize that participating in OSAI at Home is an opportunity to learn, not to compete or be judged. Students should also recognize that they have made a commitment to their classmates and faculty members at OSAI at Home, as well as to the donors who have provided their scholarship, and it is important to see the experience through to completion.

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 at Home. Encourage them to talk through their problems with their liaison. 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. Please feel free to call our office if you have any concerns during OSAI at Home: 405.605.7500.

HELPFUL HINTS FROM OSAI ALUMNI

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.

OKLAHOMA ARTS INSTITUTE STAFF

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