

The principal or administrator is encouraged to:

- Attend planning sessions.
- Inform the artist of the schools or organization's philosophy, policies, and procedures.
- Obtain necessary matching funds.
- Set an enthusiastic and supportive tone for the residency.
- Prepare your school or organization and the larger community for the artist's visit.
- Introduce the artist to your school or organization and the larger community.
- Provide scheduling flexibility to accommodate the residency plan.
- Assist in selecting dates for the residency with the fewest conflicts.
- Arrange staff release time for residency planning and implementing activities.
- Ensure that space for the residency is conducive to learning.
- Participate in residency activities.
- Monitor residency progress: talk with the artist, observe activities, and participate, whenever possible.
- Address residency inquiries and problems.
- Promote the residency experience at educational or other professional forums.