

Art Docent Orientation

Woodside Elementary
2023-2024

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“All art requires courage”

Anne Tucker

“The urge to draw must be quite deep within us, because children love to do it”

David Hockney

“If you hear a voice within you say ‘you cannot paint’, then by all means paint and that voice will be silenced”

Vincent van Gogh

Introduction

Welcome:

Thank you for volunteering your valuable time! The Art Docent Program would not be possible without all of our wonderful volunteers.

Art Docent Program Defined:

An art docent is a volunteer who helps present and teach art to students. They coordinate with their or another child's teacher to find an hour to deliver an art lesson every month or two. The art curriculum is pre-packaged and makes leading art lessons easy to follow. Art docents have fun exposing children and teachers to different artists and different styles of visual art.

Goals:

It is our desire to make the program FUN and EASY. Our main goal is to introduce students to art skills, great artists, art history, cultures and art masterpieces through the use of educational lessons, demonstrations and ultimately hands-on projects. Most of all we want students to feel comfortable with art and ENJOY it!

Our main hope this year is to offer the art docent projects to every child in every classroom. This goal cannot be done without all of our wonderful volunteers. Thank you!

Program Specifics

Art Docent Training:

This year the art docents will have training sessions on Monday evenings at 6:00pm in the Library. This will either be the last Monday of the month or the first Monday of the month depending on when we can reserve the library. Meeting days will be sent out in advance. Even if you are unable to attend a training session, please test out the project on your own before taking it into a classroom. Getting hands-on experience of doing the project is a great way to see what works and what doesn't. This is a good

opportunity to try different ways you think YOU & YOUR CLASS will be able to handle the project.

It is great when docents can bounce ideas off each other, give tips for grade levels and customize the lesson.

How Often:

There will be 6-7 projects available for every grade level throughout the year. The number of projects that are completed is up to you and your teacher. Please keep in mind that you are volunteering your time to teach as little or as often as you are able to. Teachers are generally very happy to have art docents in their classrooms and will work with you to confirm a mutually agreeable schedule.

If you can no longer be an art docent please notify both your teacher and an art docent chairpersons at: artdocent.woodside@gmail.com

Supplies: All supplies will be found in the art docent bins. Remind your students to take care of their supplies and clean up after themselves. The supplies are kept in the storage room, next to the cafeteria, to the left of the stage. Please replenish supplies you use after your lesson so the bin is ready for the next person to use. Extra supplies can be found on the shelves next to the bins. Please notify Christine and Charleen, by text or email, if we are running low or if there are any problems with the supplies.

This year we are using a shared google spreadsheet to check-out the art supplies bins for lessons. We have 3 bins of art supplies to share between us. This means that 3 classrooms can be doing the lesson at the same time. The art supply bins will be labeled Bin 1, Bin 2, and Bin 3. Please make sure you take the bin number you signed up for.

Volunteering:

All volunteers must be registered with the school district. All volunteers must pass a background check that expires every 2 years. Currently our school district prefers that the volunteer process be done entirely online at www.everettsd.org/volunteer. If you have questions

regarding the online application process, please email Volunteer@everettsd.org or call 425-385-4085.

Standards

Everett School District

Our district has created a handbook for elementary education incorporating the WA state EARLs for visual arts.

Art Docent Program Handbook:

<http://docushare.everett.k12.wa.us/docushare/dsweb/View/Collection-2647>

Everett School District's 4C's of Visual Arts

Craftsmanship Composition Communication Creative Process

These guidelines should allow docents to see what their class should be working on. The requirements are very general and should allow Art Docents the freedom to create lessons for any theme or teacher request. There are requirements for each grade so you are able to look ahead, as well as see which skills were covered in previous grades so students will be able to progress in skills.

The Northshore School District has a great website to help docents:

<https://www.nsd.org/get-involved/volunteer/art-docent-program>

Communication

You will receive email reminders for each of the 6-7 project training sessions.

Questions/Concerns: artdocent.woodside@gmail.com

Facebook: Woodside Art Docent Group

Please share your helpful tips to help other docents on the Facebook page. Please also share project photos! When taking photos make sure it is of the artwork and not the faces of the children. It's okay to take pictures of their hands doing the art project.

Additional Art Projects

Participating in Classroom Art that is not an Art Docent Project?

Maybe your teacher has a project request or would like you to teach a lesson tied to what they are teaching in the classroom. Discuss with your classroom's teacher that art docent supplies are only for art docent projects. Check on supplies that students will have required by the grade level.

Creating Your Own Project

Creating a project can be fun and rewarding. The ESD suggests following grade requirements and guidelines when creating a lesson. Share your lesson with us! Feel free to take pictures of each step and make an instructional video. You can do as much or as little as you'd like. Your fellow docents really appreciate your help!

Each lesson should be about 30-45 minutes and include the following basic elements:

- A presentation about an artist or art technique (5-10 minutes)
- 1 or 2 key visual arts vocabulary words
- A demonstration and practice of a visual arts skill
- A hands-on project where students can use their new skill

Your creation may be used as a future art docent project!

Getting Prepared

1. Attend the training session for the project and complete the project yourself.
 2. Schedule a time with your child's teacher and email her/him the presentation. Presentations will be available after each project's training session at www.woodsdepta.com. (There will be a copy of the presentation with artist background information, techniques and step by step instructions in each bin in case of technical difficulties.)
- Also coordinate with other docents on scheduling for your class and decide who will be presenting the background information versus demonstrating the project.

3. Reserve a project bin for your agreed upon time and date. There are 3 that we must all share. This is done by signing out the bin on the google sign-out sheet. You do not need a gmail account to do this but you do need a google account. It is free to set up. If you get an error message that that you can only share the file with a google account you can follow this link to set up a free google account:
<https://accounts.google.com/signupwithoutgmail>
4. The bins will be labeled 1, 2, and 3. Please take the bin number you signed up for.
5. Arrive 15 minutes before your scheduled time to sign in at the office, collect the project bin, find your way to the classroom, and pass out materials or set up as needed.

Project Time

Tips for guiding students:

- Tell students there not to worry about making a mistake in art. Sometimes they may make an unintended mark or cut but encourage them to problem solve and see if they can make it work with their composition.
- When you are doing your demonstration you can model making a “mistake” or having something unplanned happen and then show them how you work it into what you are doing.
- Have students put their names on the back before they begin.
- Praise effort over the final product.
- During check-ins use attention getting strategies such as:
 - 1,2,3 eyes on me.
 - Rhythmic hand clapping.
 - How is everyone doing? Give me a thumbs up etc.
 - Please raise your <pencil> if you’re ready to continue. If the majority is ready then continue.
 - Ask individual teachers what they use.
- Then observe color, technique, point out vocabulary, elements of art, etc.

- Give an overall complement to the entire class. Don't point out individuals.
- Let them know it's okay to finish later.

Art Walk in April or May

Preparation: Please do not allow students to take art home! At a later date, we will discuss which piece(s) we will use for our art walk. Once we've determined which projects will be displayed, the rest can be sent home with students. Of course, all art will be returned to students after the art walk.

Art docents will be responsible for hanging art for display in the gym before the art walk. This will be done over 2-3 days to give everyone time to hang their art. We will provide construction paper for mounting artwork and silver markers for writing students' names on the construction paper.

Art Walk Night: When families enter, they can view art hung in the gym. There will also be a variety of hands-on art projects taking place. The art walk will require help from as many docents as possible

Thank you for volunteering!