

# Head Docent's Guide

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## What is the Art Docent Program?

A sequential, interactive art education program essential to all students grades K-6th Developed in 1984 by art educator and author Barbara Herberholz, this affordable, high-interest enrichment program introduces students to art and our artistic heritage.

Docents make monthly presentations based on an easy-to-follow manual. There are eight units for TK-6th based on themes such as:

Portraits, Birds, Dancers, Landscapes, Trains, Pets, Women Artists

Students who go through the Program from TK-6th grade see about 350 famous works of art and produce 64 different art projects.

#### What is an Art Docent?

A volunteer who leads tours in an art museum

In the Art Docent Program, parents and teachers take the students on a Gallery Visit using electronic images of works of art in the classroom and conduct discussions that open the students' eyes to the wonderful world of art.

No art background required Training is available

## What is a Gallery Visit?

*An interactive,* 20-45 *minute discussion about the artworks and artists* To help students:

Perceive and respond to works of art

Understand the role of art in a variety of past and present cultures

Respond to moods and feelings expressed by the artist

Analyze and make judgements about artworks according to the elements and principles of art and aesthetic qualities

Connect what they learn in art to other subject areas

#### What is a Studio Lesson?

Students create art using a wide variety of media and techniques, applying processes and skills to express and communicate ideas:

Painting, Collage, Print making, Drawing

Each lesson follows the units theme and includes:

A description of the art concepts and skills

A list of materials needed

A motivation

Steps in how-to-do-it

Vocabulary



# **Units for the Art Docent Program**®

# Each Unit is made up of a Gallery Visit and a Studio Lesson

**Transitional Kindergarten** 

Umbrellas Rain

People Reading

Farms
Bicycles
Dogs
Cats
Boats

Kindergarten

Fall & Spring Houses

Parents & Children

Portraits Stories Pictures

Old West Animals

Grade 1

Flowers & Plants

Kings & Queens

Pets Self-Portraits

Circus

Color People at Play People at Work

Mexican Folk Art

Grade 2

How People Dressed Long Ago

Line

Winter & Summer Women Artist

American Folk Artist

Birds

Bridges & Seashores

Trees

Mexican Folk Art

Grade 3

Children Dancers Food

Landscapes Feelings Horses Shape Still Lifes

African-American Storytelling

**Grade 4** 

Celebrations & Parades Fantasy & Imagination

Realism Sea Skies

Texture & Pattern

Trains Villages

African-American Storytelling

Grade 5

American History

City Musicians Space

Action & Adventure

Cubism Surrealism Women

Native American Art

Grade 6

Impressionism Italian Renaissance

No. Europe: 15-17th Century

Perspective Impressionism Post-Impressionism Early 20th Century Art Later 20th Century Art Native American Art



# Visual Resources for Studio Lessons

Mounted photos are motivational materials that provide visual information to help increase students' perceptual intake in seeing colors, lines, shapes, textures, relationships of sizes, etc., prior to and during a Studio Lesson. Collect photos from calendars, magazines and the internet. Mount trimmed photos on  $9 \frac{1}{2} \times 13$  inch pieces of black railroad board, using adhesive spray. Arrange several small photos on one board. Store a set of 10-15 black boards in an expandable legal wallet,  $11 \times 15$  inches by theme. Keep with art supplies.

#### Kindergarten

Fall and Spring (trees showing fall and spring colors)
Houses (details, doors, windows, roofs, different shapes and kinds)
Old West (cowboys and indians, their clothing and activities; men/women, boys/girls)
Animals (wild and domestic, 4-legged)

#### Grade 1

Flowers (close-ups, different shapes of petals, colors)
Circus (clowns, performers, animal acts)
People at Play (figures playing, indoors and out, all ages, male/female)
People at Work (figures working, male/female, all ages, work at home and away)

#### Grade 2

Line (insects, turtle, butterfly, face, flowers, etc.)
Birds (close-up, different kinds of birds, different positions, wings, feathers, beaks)
Bridges and Seashores (all sorts of bridges: arch, suspension, wood, foot bridge, covered; all sorts of seashore scenes and activities)
Trees (different shapes, bare branches, leafy branches, trunks details)
Women Artists (close -ups of flowers)

#### Grade 3

Dancers (all kinds, tribal, ballet, ballroom, showing figure in action poses) Food (fruit and vegetables as seen in market, not as prepared food) Horses (all kinds, different positions, saddles, activities, colts, with riders)

#### Grade 4

Fantasy (animal, bird, fish, reptile parts: heads, bodies, tails, legs)
Sea (waves, shore, islands, ships, surfer, fish, wharf, boats, whale, sharks, divers)
Skies (stormy, sunsets, puffy clouds of all kinds, low horizons)
Trains (old fashioned)
Villages (houses, shops, school, storefronts, churches, etc.)

#### Grade 5

City (high rise buildings, skylines, overlapping buildings) Action and Adventure (figures in action, male/female, all ages) Cubism (portraits, animals, objects)

#### Grade 6

Sports and Games (figures in action, males/female, all ages) Impressionism (landscapes, portraits, flowers, gardens, animals)



# Props in a Box

To facilitate Gallery Visits and Studio Lessons in the classrooms, Docents are encouraged to collect the following items for a "Props in a Box," which should be stored in a cabinet that is accessible to all Docents.

- 1. A collection of "pointers" (glitter-handled paintbrush, a blossom for Flowers & Plants, etc. A laser pointer is a popular favorite.)
- 2. Several hand puppets, a pretend microphone, a pretend cell phone.
- 3. A plastic file box with alphabetized hanging files, containing laminated photographs of artists' portraits, artists' self-portraits, news clips about an artwork or about an artist, etc. Copies may be made from various resources, the internet and books and magazines about artists.
- 4. Provide music or sound effects to support the theme.
- 5. A box of props for Studio Lessons when students are asked to draw from direct observation. Examples are plastic fruit and vegetables, a basket, bowl, bottle, plastic horses, old boots, toy trucks, tools, etc.
- 6. A drawing board to be used behind objects with felt or fabric draped over it. (Still life-Grade 3)
- 7. A wooden manikin to show action and proportion of human figure.
- 8. A box of costume items for use during Studio Lessons when students are to draw from posed models.
- 9. A collection of children's art books.



## **Art Materials for Studio Lessons**

This is a comprehensive list of art materials for all Studio Lessons. You may have some of them on hand at your school already. We have included the contact information for three art supply catalogs where you can order the materials you need. The quantities below are for a school of 450 students (14 classes of 30/2 per grade level), so adjust the quantities as necessary for your school.

For materials such as markers or tempera paints, quantities are adequate for two classrooms to use at the same time. Please keep in mind that you will need to purchase and label storage containers for the materials. Be sure to place half the markers in one container and the other in another container so Docents can use them at the same time.

Some materials will last for a long time and others will need to be replenished each year. Please remember to budget for this.

#### **PAPER**

White drawing paper 60 lb. 9 x 12- 27 reams, 12 x 18-1 ream

Black construction paper 9 x 12-200 sheets, 12 x 18-200 sheets

Construction paper (assorted colors) 9 x 12-approximately 1000 sheets, 12 x 18-400 sheets

Pearl gray construction paper (Grade 4-Realism, Grade 3/4 African-American Storytelling) 9 x 12-100 sheets

Multicultural colored paper 8 1/2 x 11-package of 48

Tissue Pomps, assorted colors - 300 sheet pkg, 51/2 sq. Recommend ordering online in order to get single packages of colors. Google Decopuffs.

Colored tissue paper, assorted colors (Grade 4-Celebrations & Parades) 12 x 18-2 packages of 50

Astrobright (Bright paper)  $8 \frac{1}{2} \times 11$ - 2 packages of 96 sheets, assorted colors

White copy/bond paper  $81/2 \times 11 - 1$  ream

Tagboard or card stock (any color) 9 x 12-One package of 100 sheets (Grade 1-People at Play, Grade 3-Dancers)

Tracing paper (Grade 5 - American History) 9 x 12 pad of 50 sheets

#### **PAINT**

Liquid tempera 2 quarts each magenta, yellow, turquoise, black, white, and variety pack of multicultural colors

Watercolor sets of 8 colors, 60 sets

Black printers ink: water soluble, (Grade 3-Dancers, Grade 4-Trains) 4 tubes

Watercolor wash: blue, green, yellow 8 oz. bottles

#### **ADHIESIVES**

Masking tape

Glues sticks

White glue

Liquid starch (for tissue collage and for dipping colored chalk) Available at grocery stores

Blue glue gel (Grade 1-Circus, Grade 3 Horses) 30 bottles

#### **MARKING TOOLS**

Brushes for tempera #4 stiff bristle, flat, #6 stiff bristle, flat-60 each

Brushes for watercolors - assortment package

Thick short handled paint brushes (TK-Boats)

Crayons-classroom assortment pack

Crayons-multicultural 6 packages of 8

White crayons-2 packages of 12

Yellow chalk or colored-2 packages of 12

Oil pastels (Crayola) 30 boxes of 28 stick set

Pastels (chalk pastels) 30 boxes of 12

Colored drawing chalk-(Crayola) 12 boxes of 12 (used to dip in liquid starch)

Black marking pens (Sharpies) 6 boxes of 12 fine point

Black gel pens (Grade 5-American History) 3 boxes of 12

Colored markers - 30 boxes of 8

Multicultural markers - 4 boxes of 8 colors

Gold and silver metallic marking pens - approximately 6

Colored pencils (Grade 5-American History) 12 boxes of 12

White charcoal pencils (Grade 6-No. Europe) 3 boxes of 12

Thick crayons, remove paper (used with warming trays)

Sidewalk chalk (TK-Rain)

Watercolor crayons (optional)

#### **OTHER ART SUPPLIES**

Alphabet letter, play dough, small rolling pins or dowels (TK-People Reading)

Bench hook or cookie sheet, 2 per class for printmaking (Grade 3-Dancers, Grade 4-Villages)

Brayers (2 per class for Grade 4-Villages and Grade 3-Dancers) for printmaking

Clay - air drying (Grades 1/2 Mexican Folk Art)

Clipboards - 30- optional (Grade 2-Trees)

Compasses-30, optional (Grade 6-Post Impressionism)

Containers for water

Containers to hold supplies (hanging folders file box, assorted plastic boxes from craft store)

Erasers-30

Fadeless paper (Kindergarten-Spring and Fall)

Hole punches - variety of sizes

Iron for pressing paper made with tissue pomps and tempera (optional)

Magazines and colored ads from newspapers (for Grade 6 -Later 20th C. Art)

Mirrors - 30 (Grade 1-Self Portraits)

Newspapers or cheap plastic table cloths

Novelty paper for collages such as - wrapping paper, wallpaper sample book, sand paper, fabric and felt scraps, paper doilies, netted produce bags, etc

Paper plates (palettes for tempera painting)

Paper towels

Pieces of thick matt board cut into variety of strips (Grade 5-Action and Adventure)

Q-tips

Ribbon

Rulers 18 inch - 30 (Grade 6-Perspective)

Salt to sprinkle on watercolor for texture (optional)

Scissors - Fiskars paper edges are recommended.

Scratchfoam (Grade 4-Villages) 9 x 12- 2 packages of 12

Several warming trays and oven mitt-optional (found at thrift stores)

Small paper plates, used as template (Grade 1-Color)

String (Grade 4-Celebrations)

Variety of templates (jar lids, 12-inch rulers, small cut-outs in wood) (Grade 4-Trains, Grade 5-Cities)

Wooden beads to glue on jar lids (TK-Bicycles)

Yarn - assorted colors (Grades 5/6 Native American Art)

# **Supply Sources**

Nasco Arts & Crafts (800-558-9595) 4825 Stoddard Rd Modesto, CA 95356-9318 www.enasco.com/artsandcrafts

Sax Arts & Crafts (800-558-6696) PO Box 51710, New Berlin, WI 53151 www.storeschoolspecialty.com

Dick Blick Art Materials (800-828-4548) PO Box 1267 Galesburg, IL 61402-1267 www.Dickblick.com



# **Grade Level Summary of Art Materials**

#### Transitional Kindergarten

**Umbrellas:** 9 x 12 white drawing paper, tissue pomps in rainbow colors, liquid starch or water and glue solution, large tempera brushes

**Rain:** 9 x 12 or 12 x 18 white or colored drawing paper, sidewalk or regular chalk, ice trays or styrofoam egg cartons

**People Reading:** play dough, alphabet letters, small rolling pins or dowels

**Farms:** 9 x 12 or 12 x 18 white drawing paper, cut vegetables, paint brushes and bowls, tempera paints

**Bicycles:** jar lids, 9 x 12 white drawing paper, tempera paints, paper plates

**Dogs:** 9 x 12 white or colored construction paper, white glue, scissors, collage materials

**Cats:** 9 x 12 white drawing paper, crayons, watercolor wash, watercolor brushes

**Boats:** 12 x 18 white drawing paper, egg cartons, tempera paint, thick, "stubby" paint brushes

## **Kindergarten**

**Fall & Spring:** Blue or gray construction paper 9 x 12 inches, Fadeless or colored paper for tree trunks, scissors, glue sticks, tempera, Q-tips

**Houses:** Colored construction paper 9 x 12 inches, small pieces of colored paper, scissors, glue sticks, markers

**Parents & Children:** White paper 9 x 12 inches, catalogs and magazine clips; scissors, glue sticks, markers or crayons

Portraits: White paper 9 x 12 inches, pencils, black markers, multicultural crayons or markers, crayons

**Stories:** White or colored paper 9 x 12 inches, small pieces of colored paper, scissors, glue sticks, marking pens, crayons, or oil pastels

**Pictures:** White or colored paper 9 x 12 inches, chalkboard chalk, tempera, brushes, Q-tips, paper plates, paper towels

**Old West:** White paper 9 x 12 inches, skin-toned tempera, potato, markers or crayons

**Animals:** White and colored paper 9 x 12 inches, pencil, black marking pens, tempera, paper plates and brushes; OR oil pastels OR crayons

#### Grade 1

**Flowers & Plants:** White paper 9 x 12 or 6 x 9 inches, colored tissue pomps, liquid starch OR white glue/water solution (1:1), small containers for starch or glue/water, brushes OR crayons with paper removed, warming tray and mitt

**Kings & Queens:** Colored paper 9 x 12 or 12 x 18 inches, white or yellow chalk, tempera (magenta, yellow, turquoise, black, white), brushes, Q-tips, paper plate palettes, water containers, paper towels; gold & silver metallic pens

**Pets:** White paper 9 x 12 inches, black and colored marking pens; OR tempera, brushes, paper plate palettes, water containers, paper towels; OR colored chalk and liquid starch

**Self-Portraits:** Colored paper 9 x 12 inches, multicultural paper 6 x 9 inches, scissors, glue sticks glue, patterned paper and scrap materials; crayons, marking pens, or oil pastels

**Circus:** Black paper 9 x 12 or 12 x 18 inches, blue or white glue, pastel chalks OR colored paper 9 x 12 inches, white or yellow chalk, black markers, oil pastels

**Color:** White paper 9 x 12 inches, tempera (yellow, turquoise, magenta), brushes, pencils, paper towels, paper plates (for palettes) and smaller paper plates to draw around

**People at Play:** Card stock or manila folders  $6 \times 9$  inches, scissors and glue sticks, white copy paper  $8 \times 1/2 \times 11$  inches, thick crayons with paper removed by soaking in warm water and broken in half, folded sections of newspapers

**People at Work:** White paper 9 x 12 inches, oil pastels or crayons, multicultural crayons for skin colors; watercolors and brushes or diluted washes made from liquid water colors

Mexican Folk Art: Clay and thin ribbon

#### Grade 2

**How People Dressed Long Ago:** White paper 9 x 12 inches, colored paper, assorted fabric and patterned paper scraps, scissors, glue, glue stick, oil pastels or crayons

**Line:** White paper 9 x 12 inches, yellow chalk, tempera (black, white, yellow, turquoise, magenta) brushes, paper plates for palettes, water containers, paper towels

**Winter & Summer:** 3 squares of Astrobright paper (8 ½, 5 ½ and 4 ¼ inches) in warm or cool colors, scissors, glue sticks, hole punches, black, gray or white paper 9 x 9 inches for background

**Women Artists:** White or colored paper 9 x 12 or 12 x 18 inches, colored chalk (for use on paper) or pastel chalks

**American Folk Artists:** White paper 9 x 12 inches, rulers, crayons or oil pastels, potato, tempera, watercolors and brushes, OR diluted liquid water color washes.

**Birds:** White paper 9 x 12 inches, colored tissue pomps, liquid starch or glue/water solution and small containers, brushes

**Bridges:** Colored paper 9 x 12 inches, smaller pieces of Fadeless paper, Astrobright paper or colored construction paper; scissors and Fiskar Paper Edgers, glue sticks, black crayons, watercolors, brushes containers, paper towels

**Trees:** White paper 9 x 12 inches (or smaller pieces), black marking pens and black crayons, drawing boards or clipboards and 6 x 9 inches viewfinders cut from manila folders for drawing outdoors, OR

#### Grade 3

**Children:** White paper 9 x 12 inches, pencils, black markers, oil pastels OR colored markers, including multicultural colors: OR crayons, including multicultural colors, OR crayons, warming tray and mitt

**Dancers:** Tagboard or manila folders -  $5\frac{1}{2}$  x 8 inches, scissors, glue sticks, half-sheets of newspaper, bench hook or tile, brayers, water soluble black printing ink, moist paper towels, Astrobright paper, copy paper

**Food:** Colored paper, scissors, glue sticks, thick black markers, white or colored paper 9 x 12 inches for background

**Landscapes:** White paper 9 x 12 inches, white or yellow chalk, tempera (magenta, yellow, turquoise, black and white), brushes, water containers, paper towels, paper plate palettes, Q-tips

**Feelings:** White paper 9 x 12 inches, pencils, black markers, watercolors and brushes, water containers, paper towels

**Horses:** Black paper 12 x 18 inches, blue or white glue, pastels chalks OR colored chalk (for use on paper)

**Shape:** Copy or newsprint paper, cut in fourths, colored Astrobright (5  $1/2 \times 4 \cdot 1/4$ ), black, gray or white paper 9 x 12 inches, scissors, glue sticks

**Still Lifes:** White paper 9 x 12 inches, pencils, black marking pens, oil pastels OR crayons, warming tray, mitt OR tempera and brushes

**African-American Storytelling:** Pearl gray paper 9 x 12 inches, white crayons and watercolor wash

#### Grade 4

**Celebrations & Parades:** Colored tissue paper 6 x 9 inches, scissors, string, glue sticks or cellophane tape

**Fantasy & Imagination:** White paper 9 x 12 inches, pencils, black marking pens, oil pastels OR crayons, OR markers

**Realism:** Gray paper 9 x 12 inches, black crayons, white chalk

**Sea:** White paper  $9 \times 12$  inches, colored tissue pomps, liquid starch or glue/water solution 1:1, small containers, brushes

**Skies:** Gray, black and colored paper 12 x 18 inches, white and colored chalk for use on paper or pastel chalks

**Texture and Pattern:** Colored and white paper 9 x 12 inches, scraps of fabric and textured paper, oil pastels, scissors, glue sticks and glue

**Trains:** White or colored paper 12 x 18 inches, black marking pens (permanent), rulers, plastic templates, oil pastels, or crayons, watercolors, brushes, water containers, paper towels

**Villages:** Scratchfoam  $(4\ 1/2\ x\ 6$  inch sheets), pencils, rulers, templates, copy paper, scissors, bench hook or cookie sheet, black water soluble printing ink, brayers, Astrobright paper, Fadeless banner

**African-American Storytelling:** Pearl gray paper 9 x 12 inches, white crayons and watercolor wash

#### Grade 5

**American History:** Tracing paper 3 x 4 inches, pencils, colored pencils, fine tipped colored markers, black gel pens, stamp templates from Studio Lesson

**City:** White drawing paper 9 x 12 inches, black permanent markers, rulers and plastic templates, watercolors and brushes

**Musicians:** White or colored paper 12 x 18 inches, chalk, tempera, brushes, paper plates for palettes, paper towels, Q-tips, gold/silver markers, OR color chalk for use on paper with liquid starch

**Space:** White or colored paper  $12 \times 18$  inches, scissors, glue sticks, assorted colored paper, (wallpaper, corrugated, metallic, wrapping, etc.) multicultural colored paper, assorted fabric and felt scraps, oil pastels

**Action and Adventure:** Light colored paper 12 x 18 inches, tempera, paper towels, paper plates, pieces of thick mat board (1" wide and of various lengths), small paper scraps, scissors, glue sticks

**Cubism:** White paper 9 x 12 inches, rulers, black marking pens, oil pastels, marking pens, colored tissue pomps with liquid starch or glue/water solution and brushes

**Surrealism:** White paper 9 x 12 inches, scissors, glue sticks, markers, crayons or oil pastels, magazines

**Women:** White paper 9 x 12 or 12 x 18 inches, black and colored markers, oil pastels, tempera, multicultural colors; optional: crayons with warming tray and mitt.

Native American Art: Soda straws, assorted yarn balls, tape and scissors

#### Grade 6

**Sports & Games:** Tag board 6 x 9 inches, white copy paper, thick crayons, scissors, glue sticks, folded newspaper

**Perspective:** White paper 12 x 18 inches, pencils, erasers, 18-inch rulers or strips of cardboard

**Italian Renaissance:** White paper, 9 x 12 inches, soft lead pencils, erasers

**No. Europe 15-17th Century:** Dark blue or black paper, 6 x 9 or 9 x 12 inches, white charcoal pencils or white colored pencils, or white chalk, masking tape

**Impressionism:** White drawing paper, 6 x 9 inches, L-frames, tempera (magenta, yellow, turquoise, black and white), Q-tips, paper plates and paper towels

**Post-Impressionism:** White drawing 6 x 9 inches, pencils, compass or jar lids, colored markers

**Early 20th Century Art:** White drawing paper or watercolor paper 9 x 12 inches, permanent black marking pens, watercolor and brushes, water containers, paper towels, salt

**Later 20th Century Art:** White drawing paper 9 x 12 inches, pencils, rulers, scissors, glue sticks, oil pastels, templates, magazine or newspaper ads

Native American Art: Soda straws, assorted yarn balls, tape and scissors



# Sample Order Form for Art Materials

A sample order form for art materials is on the following pages. Prices may have change. It is intended for a school of 400 students in TK - 6th grade that is implementing the Art Docent Program for the first time. Please refer to the suggested quantities and colors when you are ordering materials for your school. Remember to inventory any supplies you already have on hand. Feel free to order from the supplier of your choice.

(Note: The form includes a multi-color pack of DecoPuffs Tissue Pomps; however, we recommend you order them from <a href="https://www.paradefloatsuppliesnow.com">www.paradefloatsuppliesnow.com</a> so you can order packets of individual colors.)



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### **Your Shopping Basket**

#### Quick Order Form | View Previous Orders

Product Number	Qty.	Description	Price	Item Total	Secure Checkout
	2	Nasco Country School™ Tempera Paint - Magenta, Quart	\$3.90	\$7.80	Save Basket
Update   Delete		In Stock  Add 22 more to receive a discount price of \$3.31	Ψ0.00	47.00	Estimate Shipping
	processor	Nasco Country School™ Tempera Paint - Turquoise, Quart			Empty Basket
	2 Update   Delete	In Stock	\$3.90	\$7.80	Continue
6100389(L)		Add 22 more to receive a discount price of \$3.31			Shopping
	2	Nasco Country School™ Tempera Paint - Yellow, Quart			Recover Previous  Basket
	Update   Delete	In Stock	\$3.90	\$7.80	Basket
6100389(C)		Add 22 more to receive a discount price of \$3.31			
	2	Nasco Country School™ Tempera Paint - White, Quart			
	Update   Delete	In Stock	\$3.90	\$7.80	
6100389(H)		Add 22 more to receive a discount price of \$3.31			
2 Update   De	2	Nasco Country School™ Tempera Paint - Black, Quart		\$7.80	
	Update   Delete	In Stock	\$3.90		
	•	Add 22 more to receive a discount price of \$3.31			
	1	Nasco Country School™ Multicultural Color Assortment - Set of 8, 8-oz. Bottles	\$20.95	\$20.95	
9722517	Update   Delete	In Stock			
		Crayola® Washable 8-Color Oval Pan Watercolor Set			
	Update   Delete	In Stock	\$2.32	\$139.20	
9705854	Opuate   Delete	Volume Discount - <del>\$2.50</del> (7%)			
	4	Nasco Water-Soluble Block Printing Ink - Black, 5-oz. Tube	\$6.20	\$24.80	
Update   Delete 9720513(A)		In Stock			
	1	Nasco Country School™ Standard Washable Watercolor - Blue, 8 oz.	\$3.90	\$3.90	
9723010(E)	Update   Delete	In Stock	ψ0.00	ψ0.00	
	1	Nasco Country School™ Standard Washable Watercolor - Green, 8 oz.	\$3.90	\$3.90	

9723010(H)	Update   Delete	In Stock			
9723010(A)	1 Update   Delete	Nasco Country School™ Standard Washable Watercolor - Yellow, 8 oz. In Stock	\$3.90	\$3.90	
9734284	2 Update   Delete	Speedball® 4" Hard Rubber Brayer In Stock Add 4 more to receive a discount price of \$9.10	\$10.10	\$20.20	
2200171	2 Update   Delete	Inking Plate/Bench Hook - 7-1/2" x 10-1/4"  In Stock  Add 4 more to receive a discount price of \$7.47	\$8.75	\$17.50	
5200100	2 Update   Delete	Scratch-Foam® 9" x 12" Board Printing Plates - Pkg. of 12 In Stock  Add 22 more to receive a discount price of \$4.49	\$4.95	\$9.90	
SB32164	1 Update   Delete	Fiskars® Paper Edgers - Contemporary Set of 6 In Stock	\$14.25	\$14.25	
9731616	1 Update   Delete	Roylco® Decorative Hues Paper - Pkg. of 192, 5-1/2" x 8-1/2" In Stock	\$9.90	\$9.90	
Tracing 9721990	1 Update   Delete	Strathmore® 300 Series Tracing Paper Pad - 50, 9" x 12" Sheets, 25 lb.  In Stock  Add 11 more to receive a discount price of \$4.04	\$4.50	\$4.50	
SB22739	1 Update   Delete	Roylco® Skintone Craft Paper - Pkg. of 48, 8- 1/2" x 11" In Stock	\$6.95	\$6.95	
9712597	1 Update   Delete	Pacon® Pastel Tag Board Assortment - Pkg. of 100, 9" x 12"  In Stock  Add 2 more to receive a discount price of \$6.05	\$6.60	\$6.60	
9731898	2 Update   Delete	Bright Paper &#u45; 96 Sheets, 8-1/2" x 11", 60 lb.  In Stock  Add 5 more to receive a discount price of \$7.25	\$7.80	\$15.60	
727121(H)	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Gray In Stock	\$1.35	\$2.70	
727121(AA)	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Yellow In Stock	\$1.35	\$2.70	
9727121(T)	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Orange In Stock	\$1.35	\$2.70	

	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Red	\$1.35	\$2.70
9727121(W)	2	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Pink	\$1.35	\$2.70
9727121(U)	Update   Delete	In Stock		*
07074044	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Light Blue In Stock	\$1.35	\$2.70
9727121(M) 	2	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Dark Blue	\$1.35	\$2.70
9727121(E)	Update   Delete	In Stock		
9727121(Q)	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Lilac In Stock	\$1.35	\$2.70
9727121(G)	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Dark Green In Stock	\$1.35	\$2.70
9727121(P)	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Light Green In Stock	\$1.35	\$2.70
9727121(D)	2 Update   Delete	Nasco Country School™ Construction Paper - 50 Sheets, 9" x 12", 55 lb Brown In Stock	\$1.35	\$2.70
9727122(M)	2 Update   Delete	Nasco Country School™ Construction Paper - 50, 12" x 18" Sheets, 60 lb Light Blue In Stock	\$2.50	\$5.00
9727122(N)	2 Update   Delete	Nasco Country School™ Construction Paper - 50, 12" x 18" Sheets, 60 lb Light Brown In Stock	\$2.50	\$5.00
727122(A)	4 Update   Delete	Nasco Country School™ Construction Paper - 50, 12" x 18" Sheets, 60 lb Black In Stock	\$2.50	\$10.00
9727122(Q)	2 Update   Delete	Nasco Country School™ Construction Paper - 50, 12" x 18" Sheets, 60 lb Lilac In Stock	\$2.50	\$5.00
)727122(AA)	2 Update   Delete	Nasco Country School™ Construction Paper - 50, 12" x 18" Sheets, 60 lb Yellow In Stock	\$2.50	\$5.00
	2	DecoPuffs® Tissue Pomps - Pkg. of 300, 5-1/2" x 5-1/2"	<b>\$4</b> 50	\$9 00

2100318	Update   Delete	In Stock	¥	¥2.22
		Add 10 more to receive a discount price of \$4.26		
	2	Spectra® Deluxe Art Tissue™ Assortment - 12" x 18", 50-Sheet Pkg.		
0704004	Update   Delete	In Stock	\$2.95	\$5.90
9701231		Add 23 more to receive a discount price of \$2.79		
1	27	Nasco White All Media Drawing Paper - 9" x 12", 60 lb.		
	Update   Delete	In Stock	\$12.39	\$334.53
9728254		Volume Discount - <del>\$15.50</del> (20%)		
And the conference of the contract of the cont		Nasco White All Media Drawing Paper - 12" x		
/	1	18", 60 lb.	\$30.50	\$30.50
9728255	Update   Delete	In Stock	φ30.30	<b>\$30.50</b>
		Add 5 more to receive a discount price of \$24.39		
	4	Nasco Country School™ Construction Paper -		
	Indata I Dalata	50 Sheets, 9" x 12", 55 lb Black	\$1.35	\$5.40
9727121(A)	Update   Delete	In Stock		
***************************************		Royal Brush® Clear Choice Golden Taklon	***************************************	
a - a - a - a - a - a - a - a - a - a -	60	Brushes with Standard Handles - Flat, Size 4	<b>CO C4</b>	620.40
0736000	Update   Delete	Temporarily Out Of Stock	\$0.64	\$38.40
9736098		Volume Discount - <del>\$0.70</del> (9%)		***************************************
	· ·	Royal Brush® Clear Choice Golden Taklon Brushes with Standard Handles - Flat, Size 6		***************************************
60		Temporarily Out Of Stock	\$0.73	\$43.80
9736099	Update   Delete			,
		Volume Discount - \$0.80 (9%)		
CHAIN.	1	Elementary Level Assortment - 144 Brushes		
•	Update   Delete	In Stock	\$36.50	\$36.50
8100490		Add 5 more to receive a discount price of \$33.73		
The state of	1	Crayola® Regular-Size Crayon Classpack® -		
	1	Pkg. of 832 Crayons/64 Colors	\$61.95	\$61.95
9727214	Update   Delete	In Stock		
(mg) .	general contract of the second	Crayola® Oil Pastels - 28-Stick Set		
OIL PASTALES	30	In Stock	\$3.64	\$109.20
9716515	Update   Delete	Volume Discount - <del>\$3.90</del> (7%)	ψυ.υ-τ	ψ103.20
5 3	30	Sargent Art® Square Chalk Pastels - Set of 12	T)	
074	Update   Delete	In Stock	\$4.54	\$136.20
9717702		Volume Discount - <del>\$5.30</del> (14%)		
Crayola	12	Crayola® Colored Drawing Chalk - Box of 12		
0	Section and the second	In Stock	\$2.49	\$29.88
9704088	Update   Delete	Volume Discount - \$2.80 (11%)		
	22000000000000000000000000000000000000			
	6	Sharpie® Fine-Point Markers - Black, Box of 12	<b>QQ 2</b> E	\$40 FA
717997(A)	Update   Delete	In Stock	\$8.25	\$49.50
. 11331(A)				
	3	Pilot G2® Premium Gel Bold Roller Pen - Black		
	Update   Delete	In Stock	\$2.05	\$6.15
734335(A)				

- I mile mei	ialy voidion.		i Otal.	Ψ1,000.31
Printer frior	ndly version.		Total:	\$1,606.91
010002		Add 10 more to receive a discount price of \$0.95	Merchandise Subtotal:	\$1,606.9
9735682	Update   Delete	In Stock	\$1.05	\$2.10
12.	2	Sargent Art® Dustless Chalk, Yellow - Set of 12		
9712974(B)	-paulo   Dolote	Add 10 more to receive a discount price of \$1.68		
T. William	2 Update   Delete	In Stock	\$1.80	\$3.60
///	Processing of the Park of the	Crayola® Crayon Refill for Classpacks® - White		
9708162	Update   Delete	In Stock	φυ.ο <i>1</i>	φυ.Δ
A A A A A A A A A A A A A A A A A A A	6	Crayola® Multicultural Crayons - Regular Size, 3-5/8" x 5/16"	\$0.87	\$5.2
3120034(□)		Add 5 more to receive a discount price of \$5.86		
9720634(E)	Update   Delete	Volume Discount - \$7.05 (9%)	\$6.43	\$32.1
	5	Ships In 1 to 2 Weeks		
		4-Ply Railroad Board - Black, Pkg. of 10		• •••••••••••
9724940	Update   Delete	In Stock  Add 18 more to receive a discount price of \$2.62		•
30	7-5/8 oz.	\$2.95	\$88.5	
		Elmer's® No-Run Washable School Glue Gel -		
Update   Delete 9709679	Update   Delete	Add 10 more to receive a discount price of \$2.51		
MAD .	2	In Stock	\$3.05	\$6.1
		Liquid Starch - 32 oz.		
9703438	Update   Delete	Add 3 more to receive a discount price of \$10.08		
	JIndate I Delete	In Stock	\$10.70	\$32.
		General'S® Charcoal White® Pencils - Pkg. of 12		
9708312	7,777   20,000	Volume Discount - <del>\$2.50</del> (10%)		
<b>- 6</b> 8	Update   Delete	In Stock	\$2.24	\$26.8
PRANG U I	12	PRANG® 12-Colored Pencil Set		
9731664	. ,	Add 4 more to receive a discount price of \$5.85		· · · · · · · · · · · · · · · · · · ·
	Update   Delete	In Stock	\$7.05	\$14.
ā	2	Sharpie® Glitter and Metallic Waterbased Paint Markers - 3-Pack Metallic Set 2		
		,		
9709072	Update   Delete	Add 20 more to receive a discount price of \$3.21	4,515	****
	4	In Stock	\$3.85	\$15.4
Crossia		Crayola® Ultra-Clean Washable Multicultural Markers - 8-Color Set		***************************************
7100130		Volume Discount - \$3.25 (15%)		
WARNERS	Update   Delete	In Stock	\$2.77	\$83.
Mills.	30	Crayola® Classic Color Markers Set of 8 - Conical-Tip Set #7708		



#### **DOCENT RECRUITMENT TIPS**

- 1. Email teachers to introduce yourself and the Program. Refer them to our website <a href="www.ArtDocentProgram.com">www.ArtDocentProgram.com</a> to view video on our home page .Tell them you need help recruiting Docents from each classroom. It is helpful if the teachers ask parents to volunteer. Tell them you will put sign up sheets and Docent flyers in their mail boxes.
- 2. Secure a mail box in the school office and label it Head Art Docent.
- 3. Place copies of the sign up sheets and Docent flyers in teachers' mail boxes.
- 4. Start checking your mail box in the office for sign up sheets being turned in with class/Docent information. This can be done electronically also. You might want send your initial email to the school secretary; she can forward it to all of the teachers and the teachers can email you with their docent information.
- 5. Find out when Back-to-School night is and email teachers reminding them to recruit parent volunteers. Place "Wanted: Art Docent" flyer in their mail boxes so they can post them on classroom door.
- 6. Place Docent recruitment announcement in PTA newsletter and on school website.
- 7. Send out second request to teachers who still do not have Docents. (It can take until November to obtain most Docent information.) You can also go room to room after school to meet with teachers who still do not have Docents, offering to help find one.
- 8. Place a copy of (Your docent is....) in teachers' mail boxes, as you get sign ups.
- 9. After all Docent information is received, establish an e-mail list and send out periodic emails.
- 10. Arrange a Docent orientation meeting once you have recruited a fair number of Docents. You may need to hold more than one meeting! Be sure and show them where the art supplies are stored on campus.
- 11. Periodically check in with teachers to see if they are having any problems with the Docents.
- 12.Build a Docent roster that lists classroom number, grade, teacher, Docent and Docent's email and phone number.
- 13. Create and send access codes to Docents as they volunteer.



#### CREATING DOCENT USER ACCOUNTS

Go to <a href="http://lessons.artdocentprogram.com">http://lessons.artdocentprogram.com</a>

log in with your username and password...

This will get you in as a **Head Docent**, after agreeing to the license.

In the top Orange/Black menu, you'll see "Dashboard", "Units" and "Docents"

#### 1. Click on Dashboard.

There is a guide to the left, and materials to the right.

#### 2. Click Units

You can navigate to each Unit by grade level.

#### 3. Click Docents

This is where you create or edit Docents.

#### To create a new Docent:

- a. Click "+Create Docent" (top-left, blue text)
- b. Enter a name, username, and password (twice) and an email for each Docent. We suggest first initial, last name for usernames. Please use at least a **6 character password**, with a number and capital letter mixed in.

**Helpful Hint:** make a list, in advance, in a text document or spreadsheet. Copy and paste each item from there. This helps avoid mis-spellings or typos, particularly with the password, which you have to enter twice!

Now, send an email or provide a slip of paper for each new docent. Copy and paste this info to avoid errors.

- c. Click the first checkbox (this usually has your school name)
- d. Click a checkbox for each grade level a given docent will be teaching.
- e. Click the "add" button.

You should be returned to the docent list, and you'll see your new entry at the end of the list.

Now, that user can log in with that user/password combination, and see their Units and Docent Guide.

You should copy/paste the following "Welcome" letter (next page) to your Docents when you send them their access codes.



Welcome to the Art Docent Program where elementary school students learn about art and make art. The program was created in 1984 by Barbara Herberholz, textbook author and national award winning art educator, to introduce children to the world of art through theme-based lessons.

The Program complies with the National Visual Arts Standards and builds creativity in the classroom, while enhancing language arts and social studies curriculum.

We know hundreds of parents who are Art Docents and they all agree it is a great way to volunteer!

The Program gives students a museum experience in the classroom! You will get to interact with the students, teach them about art history, artists' lives and then help them create works of their own.

To access the units, please go to our website: <a href="www.ArtDocentProgram.com">www.ArtDocentProgram.com</a>

Click "Login" in the upper-right corner of the page.

#### Log in with your username and password:

Username: [fill in username] Password: [fill in password]

After you agree to the license, you'll be in the dashboard, where you'll find everything you need!

#### **Docent Guide and Units**

A good way to get acquainted with the Art Docent Program is to visit our website and view the short video on our homepage. Then log in using your access codes and find the Units for your grade level and the Docent Guide.

Thank you for volunteering to bring art to your child's classroom! We know you and your students are going to love the Art Docent Program!

Sincerely,			



Please let your parents know that our school has the Art Docent Program. This program teaches art history to the students once a month based on a variety of themes. The students will also create their own works of art.

If any parents would like more information, or want to volunteer here are sign up sheets to share with them.

#### Thank You!!!

Head Art Docent	
Email	Phone
	ART DOCENT PROGRAM®  Learning about art. Making art.
This program teaches art I	ow that our school has the Art Docent Program. history to the students once a month based on a tudents will also create their own works of art.
•	more information, or want to volunteer here are p sheets to share with them.
	Thank You!!!
Head Art Docent	

Phone

**Email** 



## Sign Up Sheet

#### Dear Parents:

If you are interested in becoming a volunteer in your child's classroom and learning a little bit about art at the same time, then here is a great opportunity!

Present art history... you do not need to be an art historian! Get your hands dirty and do art lessons... you do not need to be an artist! Enjoy monthly visits to your child's classroom... you'll be hooked!

Volunteer time is approximately 60 minutes per lesson in each classroom, plus preparation time. We need a least one volunteer for each of the classrooms. If you are interested, and want more details, please contact me or return the form at the bottom of this page to your child's teacher as soon as possible.

Head Docent	
Email	Phone
AF	RT DOCENT PROGRAM
NAME	DATE
Yes, I want to be a Docent! Teacher	Grade
	in grade(s) and might like to help there also.
	nt more information about the program. Please call. I
Teacher(s)	
Home Phone	Best time to call
Work Phone	Best time to call
Cell Phone	Fmail



# WANTED: ART DOCENT FOR THIS CLASS

No experience necessary
Training and materials
provided

Please ask for a flyer from the teacher



## Hello!

**Email** 

I do not have an Art Docent for your class this year.

If you know of any parents in your classroom that you think are good prospects for this position, please give them the enclosed flyer.

You can also give me their phone or email and I will be happy to contact them.

I nank You!
Head Art Docent
EmailPhone
ART DOCENT PROGRAM®  Learning about art. Making art.
Hello!
I do not have an Art Docent for your class this year.
If you know of any parents in your classroom that you think are good prospects for this position, please give them the enclosed flyer.  You can also give me their phone or email and I will be happy to contact them.
Thank You!
Head Art Docent

Phone



Dear	(Name of teacher)			
is/are the Art Docent(s) for your class this year. They will be contacting you to do an Art Docent presentation/project monthly. Below you will find the themes for your grade this year. Please let me know if you need anything or have any questions regarding the Art Docent Program.				
Head Docent	Phone			
Transitional Kindergarten	Grade 3			
Umbrellas	Children			
Rain	Dancers			
People Reading	Food			
Farms	Landscapes			
Bicycles	Feelings			
Dogs	Horses			
Cats	Shape			
Boats	Still Lifes			
2000	African-American Storytelling			
Kindergarten_	Grade 4			
Fall & Spring	Celebrations & Parades			
Houses	Fantasy & Imagination			
Parents & Children	Realism			
Portraits	Sea			
Stories	Skies			
Pictures	Texture & Pattern			
Old West	Trains			
Animals	Villages			
	African-American Storytelling			
Grade 1	Grade 5			
Flowers & Plants	American History			
Kings & Queens	City			
Pets	Musicians			
Self-Portraits	Space			
Circus	Action & Adventure			
Color	Cubism			
People at Play	Surrealism			
People at Work	Women			
Mexican Folk Art	Native American Art			
Grade 2	<u>Grade 6</u>			
How People Dressed Long Ago	Impressionism			
Line	Italian Renaissance			
Winter & Summer	No. Europe: 15-17th Century			
Women Artist	Perspective			
American Folk Artist	Impressionism			
Birds	Post-Impressionism			

Early 20th Century Art Later 20th Century Art

Native American Art

Bridges & Seashores

Mexican Folk Art

Trees