

## Art Presenter Guidelines

- Contact the teacher to set up a time for the presentation. Presentations are once a month, October- May, and take between 45-60 minutes.
- Presentations should be done during the first two weeks of each month to allow time to reschedule if necessary and to ensure the artwork is ready to be rotated at the end of the month.
- You'll take your first month's artwork with you today. After that, you'll pick up your next month's artwork during the last week of each month at the school where you present. I'll send a reminder at the end of each month once then next month's art is available for pickup.
- Please be careful with the artwork. All art is fragile. Some pieces are original and cannot be replaced. Framed art can be tricky to carry; please keep it in its bag when transporting. If the frame is too large for the bag, carry the frame by the wire in back. Reframing artwork is expensive.
- All artwork and materials are sorted by grade level and accessible on our website. This is a great tool to help you prepare for your presentations if you aren't able to pick up the art and red bag from the school beforehand. Remember to utilize the website while you present; you'll find more artwork by the artist to share with the class. <https://bcaartpresenter.weebly.com/>
- Prepare for your presentation by reading through the materials provided in the folder in the red bag. Look at the artwork and read through the questions provided in the folder You may choose any of the suggested art projects in the folder or come up with your own inspired by the artist/artwork. If you come up with a new idea, jot it down in the folder for the next presenters to use.
- Materials for the art projects are available in the classroom at the Buchanan Center for the Arts. The BCA is open Tuesday- Friday 10-5 and Saturday 10-2. Please sign out materials when you take them and initial when you return them. This allows us to track what's being used and helps when we need to restock supplies.
- When presenting, the classroom teacher will be around to help you with technology, managing the class. Don't hesitate to ask for anything. Take pictures of the students making art or their finished product to share with us. Allow for time to have students help clean up at the end of your time. Be sure you aren't leaving a mess in the classroom.
- Leave the artwork and red bag in the classroom after the presentation.
- Join the Facebook Art Presenter Group and share photos you take of art presenter in the classroom. Please ask the classroom teacher if there are students whose families do not want pictures taken of their children. <https://www.facebook.com/groups/467293220075834/>