



The Masterpiece Program Parent Volunteer Responsibilities

1. Each Parent volunteer must go through at least one training session to qualify as a Masterpiece Program Presenter, this will help us provide new information for the year and verify your intention. School Coordinators will oversee this attendance.
2. Each Parent volunteer will coordinate with their classroom teacher the dates for the Masterpiece Presentation. The school's list of portfolio's will be available for the Parent volunteers to discuss which artists the classroom teacher would like to be presented. If the classroom teacher would like an artists that is not currently assigned to the school, then the Parent volunteer may call the School Coordinator to find the portfolio being requested, it may be in the 'Master set' (with District Coordinator) or borrowed from another school.
3. The Portfolios will be stored at each school, see the School Coordinator for their location.
4. Due to liability, **you must only use the materials approved of in the Portfolio.** If there are additional materials that contain the same information available through the library or other resource, use discretion-do not add material that is new or not mentioned elsewhere (check with your School or District Coordinator if you are unsure).
5. Always check for inappropriate pictures and words-screen everything, if in doubt check with classroom teacher first.
6. Never be left alone with the kids, either the classroom teacher or aid, must be present.
7. Use the "Presenter's Evaluation" form for ideas and quick planning, you can always make it fit your situation. We ask you fill out the evaluation to further expand the portfolio ideas and offer feedback from the children and teachers.
8. Each School will be given display presentation boards that fold up. These are for you to present from and leave in the classroom for the students to read and learn more. Please be conscientious and return them in a week for other parents to use (see the document on Making a Presentation on how to use the display boards).
9. Where there is space, a wall outside the classroom or a display case, please make an effort to display the children's work. We would also like students to collect their favorite Masterpiece Art work for an Exhibit; please make note of students who would like to participate in the spring of the school year

2005-2006. If the school has a newsletter, please enter a paragraph to keep a high profile for the program and to inform parents and administrators what we do.

10. There are tools available on the website and in training, such as the EAT (Evaluate, Appreciate and Taste) Method to teaching art-this is great for Upper Elementary and older. However, for Lower Elementary students you might find the "Interesting Art Questions" will provide enough introduction to illicit their interest and dialogue about the artwork and artist. Make time to close the session and allow feedback, this may be difficult for big projects, but it is worthwhile to be able to improve on each session (ask 'what worked' and 'what didn't work well').