KEEP CALM AND GET ORGANIZED

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New York State - Region # 3
Taming That Paper Tiger!
An art teachers’ best friend
Project Examples, Visuals, Scholastic Art Magazines,
Cut it out, File it, Label it, Categorize it
Drawing References
I'm pretty sure I suffer from Artist's Hoarding Disorder. (No, I do not want help.)
Cell Phone Issues?
Horizontal files for supplies needed for Elmo demos and for substitute notes - organized by class
Binders for handouts, project ideas, notes, anything related to a class, out and easily accessible
Sketchbook Organization

Color, Letter, and Class Coded
Calloway House – paper organizer with small coded folders for each table
Divide & Conquer
Quick collection – color coded clothespins
Got kids that seem to live in your room?

: ) You don’t have to write the same passes over and over : )
Class folders for large works
Mean Lean Cleaning Machine!

Inexpensive dish drying rack
Plastic mesh veggie bag or multiple alcohol bottle protector
FEBREEZE is the secret to cleaning stubborn dry erase boards. Spray the board and wipe, it also helps "recondition" old dry erase boards.

Does your whiteboard look like this?
Art on a cart?
No sinks in classrooms?

Baby wipes from each family would be great, but there are other solutions:

1) http://acquiringexpensivehobbies.blogspot.com/2012/02/diy-wet-wipes.html

2) Take the brown industrial paper towel roll out of the roller. Slice with industrial knife two slits evenly around the top. Set the towel roll in a pan of water that is about 2" by the end of class the water will creep up to about 4" giving a wet part and a dry part to the towel. The slit assists in having the paper tear cleanly when it is wet.
Chaos at the sinks?
Use a crab claw cracker to open tough glue caps or.....
Soak the caps in a little vegetable oil or rub on Vasoline
Can’t get much cleaner than this!
Who’s Job Is it?

Painting Procedures
1. Select your # palette and get a brush.
2. 1 TRAY of color per table section.
3. Mix colors on your palette!

Clean Up Procedures
1. Rinse off your palette completely. Have checked off and place in dish drainer at sink.
2. Rinse brushes in COLD water only – place bristles UP in container to dry
3. Put Paint Trays back on tray by windows & stack them up.
4. Cover up with plastic.
5. Put your Paintings in designated area by windows.
6. Wipe down tables if needed.
Students LOVE to be table helpers! I have colored wood craft sticks according to the colors of the assigned tables with the name of a student on each one. At the start of class I call table helpers by pulling each color from the rubberband of names.

e.g. Red- Melissa, Blue- Jack, Green -George Yellow- Madison Purple-Sarah These students represent their table for the day. They come forward and I give them instructions and materials. They are the one to get materials when a student needs more at their table. They will be called forward at the end of class for clean up instructions. Those colored sticks go into the bin - not to be drawn again until all the sticks from their table have been pulled from the rubberband of colors. Be sure to switch stick colors if you move students to a new table!
LEFTOVERS
Extra paint?

Unload brushes on a group canvas.

Movement was the theme for this project.
Scraps & Caps
Supplies grow legs?

Use a letter or number system to check out hazardous or coveted supplies.
All students are assigned a number – that is applied to all materials for classroom use – Palettes, Sharpies, Gouges, etc.
Numbered, Lettered, or Duck Taped Boxes assigned to each student
I LOVE my label maker...
and
my
Duck Tape!
Helps with where to find it AND where to put it back.
Projects or supplies specific to a class

found in copier paper box lids
Label the cupboards,
Label the drawers,
Words & pictures also help teach vocabulary.
No More Clay Tool Chaos!
Teach PROCEDURE.....a la HARRY WONG!
Make It Clear
What Techniques?

What Principles?

What Elements?

What Artist?
Signing out of the room
A specific place for work that is ready to be graded
Forgot your pencil?

What are you going to give me in exchange for the use of one of the art room pencils?

And they learn a new vocabulary word.
Tie it up
### Sub Sheets

Rosters for attendance & behavior comments
Easy Peasy Behavior Reports for the Classroom Teacher
Rule # 1
Listen when the teacher is talking.

Rule #2
Follow Directions
Rule # 3
Work Quietly

Rule # 4 Raise Your Hand!
Rule # 5
Make Good Choices

Rule # 6
Clean Up After Yourself Quickly!
“An organized tray...makes you less cra- cra- crazy!”
Recycle, Recycle, Recycle
When doing collage or cutting projects

RECYCLE

use

Junk Mail Envelopes for the small pieces
Period times posted

Imported phone numbers posted
Need to demo a clay construction technique?

Make something you can use to organize your desk
Supply Chain Management

How to get the goods to the customer!
Primary colors, black & white, and room to mix
Supply Shelves

Most frequently needed supplies & tools out and easily accessible
Color Coded Supply Bins

Could be Artists’ Names or Art Movements
The Mecca of Color Coding

Oriental Trading Company
Color Coded Containers for everything
So easy….even a kindergartener can handle this!
Want something other than different colors to identify groups?

Try different artists or art movements.
Stressed Over State Testing? Try.....ZENTANGLING!!
Wow...this is the greatest thing since sliced bread!!

Art Room Hacks
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