



VICTORY PARK, 1201 NORTH PERSHING AVE
 STOCKTON, CALIFORNIA 95203-1699
WWW.HAGGINMUSEUM.ORG

COPY & SHARE!!

87th Annual Robert T. McKee Student Art Exhibition

March 22 – April 29, 2018

Dear Teachers – We are pleased to invite you to participate in the longest continuously running student art exhibition in the country. All K – 12 students currently enrolled in a public, private, charter, homeschool, or parochial multi-subject academic schools in San Joaquin County are eligible. Thousands of visitors come to the museum to see the show each year; make sure you and your students are represented! This year’s opening reception is on Sunday, March 25.

Special category for high school students: digital shorts. Films of no more than 3 minutes will be shown in the gallery during the run of the exhibit. Submit your entries on DVD and show us what you can do! Special prizes will be awarded. More details in the attached guidelines.

Exhibition at a glance

Exhibition Dates	Thursday, March 22 – April 29, 2018	
Deliver art to museum	Thursday, March 8	2:30 – 5:30 p.m.
	Friday, March 9	2:30 – 5:30 p.m.
	Saturday, March 10	1:30 – 4:30 p.m.
Opening reception – FREE TO ALL		
	Sunday, March 25	1:30 – 3:00 p.m.
	Prize winners will be indicated by a handout available in the galleries and listed on the museum website www.hagginmuseum.org	
Invitation	A paper invitation (in English and Spanish) will be issued when art is delivered to the museum. It gives students and their family free admission to the museum on any day during the run of the exhibition: March 22 – April 29, 2018	
Pick up art from museum	Friday, May 4	2:30 – 5:30 p.m.
	Saturday, May 5	1:30 – 4:30 p.m.
	Prizes and certificates are returned with student art on these days	

Information included in this packet

2018 Guidelines; Checklist; Labels; Inventory Sheet
 Please make copies to share with any and all interested teachers in your school. **Questions?**
 Collections Manager Andrea Dompe at (209) 940-6321 adompe@hagginmuseum.org
 Director of Education Lindsey Munzel at (209) 940-6315 lmunzel@hagginmuseum.org

2018 Guidelines

87th Annual Robert T. McKee Student Art Exhibition

ELIGIBILITY

- Students ages 5-20 and grades K-12.
- Students currently enrolled in a public, private, charter, homeschool, or parochial multi-subject academic school in San Joaquin County.
- Limit of 1 artwork per student.
- Limit of 5 works per class. This limit also applies to mixed classes combining more than one grade level (e.g. 3rd/4th). Multi-period class teachers are restricted to 5 works per class period.
- All art work must be submitted by the student's academic classroom teacher or with the written authorization from the student's academic classroom teacher.
- Art work must have been completed during the current school year.

DELIVERY OF ART

- Entries will only be accepted from authorized school personnel (e.g. teachers, principals, aides) on the dates listed above. School personnel may provide written authorization for another individual to submit works by listing that individual's name on the inventory sheet.

INVENTORY SHEETS

- Inventory sheets must be filled out completely and submitted with the art work. List each student's name and grade, and note whether their work is two-dimensional (2-D), three-dimensional (3-D) or a digital short on DVD. Teachers, please provide your first and last name and school and cell/home phone numbers.
- If the class includes more than one grade, separate them by grade level **on the same sheet**.
- Multi-period class teachers must submit a separate inventory list for each class period.

AWARDS

- A ribbon, special certificate, museum passes, and other prizes will be given to winners of three Awards of Excellence, three Docent Council Awards, the Palomino Blackwing award for work in graphite and colored pencil, and the Schumacher Award for work in 3D.
- A ribbon and certificate will go to winners of three Honorable Mentions at each grade level.
- A certificate of appreciation will be given to each participant. Awards are distributed when the artwork is returned at the end of the exhibit.

ENTRIES

- Each art work must be labeled with the attached labels. Only the student's name and grade appear on the front of the art work. Place the label in the **lower right corner** of the art work as shown in the example on the label page. This ensures that we mount the art work correctly. Do not change the size of the label.
- **No work requiring special handling will be accepted.** Special handling includes anything fragile; electrical or with lighting attachments; work with multiple pieces; work made of sharp or dangerous materials; or utilizing unstable hanging devices.
- **No work made of food, food materials, or living plant material will be accepted.**
- All materials, including paint and adhesives, must be completely dry upon delivery to the museum.

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Two-dimensional work (2-D)

- Must be **securely** matted, mounted in inexpensive mats that will be stapled to the wall during installation. Do not use foam core for matting. If framed, entries must be **securely wired or equipped for hanging**. No glass; if needed, use Plexiglas or clear Mylar instead.
- **Must not exceed 24" x 36"** (including mount, mat, or frame). Work that does not meet these size specifications listed will not be installed.
- Pastels and charcoals must be sealed with a fixative.

Three-dimensional work (3-D):

- **Must not exceed 24" in any dimension** or weigh more than 25 pounds.
- Works must be stable enough for transportation to/from the museum and the installation process.

Digital Films on DVD

- Digital films **must not exceed 3 minutes** in length.
- Filmmaker must include a title shot with their name clearly visible within the short film.
- Write artist's name/grade/school on DVD in permanent marker.
- Content must be suitable for showing in a family focused exhibition; no profanity or violence.

RETURN OF ART

- Works of art may be picked up only on the dates designated. No individual art work will be released early or held after the return dates.
- Artwork and awards will be returned only to school personnel authorized to do so. The teacher must provide written authorization for other individuals to pick up work.
- **Work not picked up on the designated times/dates will be disposed of at the museum's discretion.** Teachers unable to pick up the art work on the designated dates should contact the Collections Manager at (209) 940-6321 to make alternative arrangements before the exhibition closes on April 29, 2018.

LIABILITY

- While The Haggin Museum takes reasonable care and precaution in handling the entries and will provide security for their protection during display, it is unable and will not assume responsibility for any loss, including but not limited to theft, damage, or vandalism, etc. Further, in the event of an overwhelming number of entries, the museum reserves the right to reduce the number of works hung due to limited space. Every effort will be made, however, to hang all the eligible entries received. Any entry that does not comply with the above rules will not be included in the exhibition, even if it is left at the museum with other eligible entries.

2018 Checklist

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Follow this checklist before delivering student art work to the museum, **keep it for your records.**

	Review the attached guidelines.
	Note that only 1 (one) work per student is allowed. (High School art teachers: coordinate your entries to ensure that only 1 (one) work per student is submitted.)
	Only 5 (five) works per class will be accepted.
	Legibly complete the attached inventory sheet for each class. Please do this <u>before</u> you drop work off at the museum.
	Check that each work is securely matted, mounted, or framed and equipped for hanging. Meets size requirements. We recommend inexpensive mats that may be stapled. Do not use foam core. Do not use glass. Plexiglas or clear Mylar is a suitable alternative. Is not made of food or living plant material.
	Fill out and attach one of the enclosed labels to the lower right corner of each piece of art work. Check to be sure the name of the student is the same on the front and back of the work and that the front and top of the work are obvious.
	Bring artwork to the south entrance of the museum off Picardy on the designated dates and times listed below. Arrive in time to submit your works before the closing time.
	Note return dates for art work. No work will be released prior to these dates. Art not picked up on these dates may be discarded at the museum's discretion.
	Contact Collections Manager Andrea Dompe with questions at (209) 940-6321 or adompe@hagginmuseum.org or Director of Education Lindsey Munzel at (209) 940-6315 lmunzel@hagginmuseum.org

Exhibition Dates

March 22 – April 29, 2018

To bring your class on a free self-guided tour of the exhibition contact Director of Education Lindsey Munzel at (209) 940-6315

Deliver art to museum

Thursday, March 8	2:30 – 5:30 p.m.
Friday, March 9	2:30 – 5:30 p.m.
Saturday, March 10	1:30 – 4:30 p.m.

Opening reception – FREE TO ALL

Sunday, March 25	1:30 – 3:00 p.m.
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Invitation

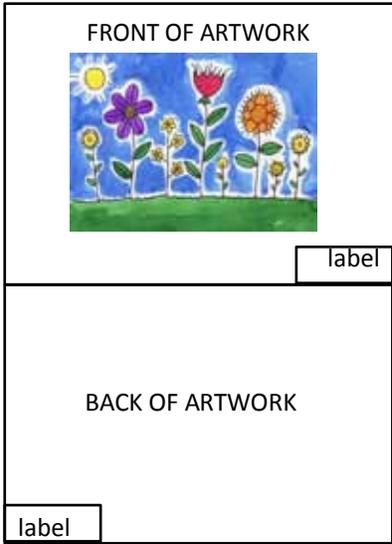
A bilingual paper invitation will be issued when art is delivered to the museum. It gives students and their family free admission to the museum on **any day** during the run of the exhibition, March 22 – April 29, 2018.

Pick up art from museum: 1201 N. Pershing Ave, Stockton. Entrance off Picardy.

Friday, May 4	2:30 – 5:30 p.m.
Saturday, May 5	1:30 – 4:30 p.m.

2018 Labels – Do Not Change Label Size

Complete, fold, and affix to lower right hand corner



Robert T. McKee Art Exhibition 2018

Name _____

Grade _____

Teacher _____

Grade _____

School _____

Name _____

This side on back



Robert T. McKee Art Exhibition 2018

Name _____

Grade _____

Teacher _____

Grade _____

School _____

Name _____

This side on back



Robert T. McKee Art Exhibition 2018

Name _____

Grade _____

Teacher _____

Grade _____

School _____

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This side on back



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Grade _____

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Grade _____

School _____

Name _____

This side on back



Robert T. McKee Art Exhibition 2018

Name _____

Grade _____

Teacher _____

Grade _____

School _____

Name _____

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2018 Inventory Sheet

Complete prior to dropping of student artwork

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SCHOOL NAME & ADDRESS: _____

SCHOOL DISTRICT: _____ School Phone: _____

TEACHER FIRST & LAST NAME: _____ Cell Phone: _____

TEACHER EMAIL: _____

Authorized school representative submitting work if different from teacher listed above:
_____ Cell Phone: _____

Delivery dates:	Thursday & Friday, March 8 & 9	2:30-5:30 p.m.
	Saturday, March 10	1:30-4:30 p.m.
Pick Up dates:	Friday, May 4	2:30-5:30 p.m.
	Saturday, May 5	1:30-4:30 p.m.

Student Name – please print clearly Group according to grade if class combines grades	Grade	2-D/3-D/ DVD	Museum use	
1.				
2.				
3.				
4.				
5.				

REMINDER: One inventory sheet per class; combination grades are treated as one class.
 Instructors who teach more than one class period submit separate inventory sheet for each period.
 Submission of this form constitutes permission to use images of student artwork.

RETURN RECEIPT (to be completed upon return of entries) Receipt is here acknowledged of the above listed artwork returned by Haggin volunteers/staff on _____, 2018 to

Print Name: _____ Phone: _____

Signature: _____ Title: _____