

classroom checklist

shopping list

section: stationary supplies

<u>whiteboard markers</u>	<input type="checkbox"/>
<u>scissors</u>	<input type="checkbox"/>
<u>erasers</u>	<input type="checkbox"/>
<u>textas</u>	<input type="checkbox"/>
<u>catty's</u>	<input type="checkbox"/>
<u>whiteboards</u>	<input type="checkbox"/>
<u>pencils</u>	<input type="checkbox"/>
<u>clipboards</u>	<input type="checkbox"/>
<u>stapler</u>	<input type="checkbox"/>

section: room decorations

<u>rug</u>	<input type="checkbox"/>
<u>lamps</u>	<input type="checkbox"/>
<u>plants</u>	<input type="checkbox"/>
<u>decorative cushions</u>	<input type="checkbox"/>
<u>couch</u>	<input type="checkbox"/>
<u>storage/baskets for books etc.</u>	<input type="checkbox"/>
<u>Inspirational posters</u>	<input type="checkbox"/>
<u>crate bench</u>	<input type="checkbox"/>
<u>file cabinet</u>	<input type="checkbox"/>

places to shop

<u>Marshall</u>
<u>Home Goods</u>
<u>Rugs USA</u>
<u>Wayfair</u>
<u>Flea markets</u>
<u>IKEA</u>
<u>Amazon</u>
<u>Live and Learn board displays</u>
<u>Michaels</u>

section: math manipulatives

<u>shelving/containers</u>	<input type="checkbox"/>
<u>units/tens</u>	<input type="checkbox"/>
<u>dice</u>	<input type="checkbox"/>
<u>base ten blocks</u>	<input type="checkbox"/>
<u>color tiles</u>	<input type="checkbox"/>
<u>geared clocks</u>	<input type="checkbox"/>
<u>spinners</u>	<input type="checkbox"/>
<u>geoboards</u>	<input type="checkbox"/>
<u>math centers: patterns</u>	<input type="checkbox"/>

section: art supplies

<u>mad matter</u>	<input type="checkbox"/>
<u>color paper</u>	<input type="checkbox"/>
<u>paints</u>	<input type="checkbox"/>
<u>paint brushes</u>	<input type="checkbox"/>
<u>pastels</u>	<input type="checkbox"/>
<u>clay</u>	<input type="checkbox"/>
<u>crayons</u>	<input type="checkbox"/>
<u>glue</u>	<input type="checkbox"/>
<u>markers</u>	<input type="checkbox"/>

notes:

storage - shelving for teaching resources
tech - printer upstairs

classroom checklist

shopping list

section: _____

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places to shop

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notes:

classroom checklist

to-do list

1 week until school starts

<u>set up room</u>	<input type="checkbox"/>	<u>label books in the classroom library</u>	<input type="checkbox"/>
<u>organize math center</u>	<input type="checkbox"/>	<u>Label textbooks, workbooks, and supplies</u>	<input type="checkbox"/>
<u>set up decorative lights</u>	<input type="checkbox"/>	<u>create emergency substitute folder</u>	<input type="checkbox"/>
<u>set up flexible seating arrangement</u>	<input type="checkbox"/>	<u>prepare classroom rules and routines</u>	<input type="checkbox"/>
<u>set up reading area</u>	<input type="checkbox"/>	<u>make all copies for the entire week</u>	<input type="checkbox"/>
<u>put up bulletin board</u>	<input type="checkbox"/>	<u>create volunteer sign-up sheets</u>	<input type="checkbox"/>
<u>decorative room</u>	<input type="checkbox"/>	<u>prepare dynamic first-day lesson</u>	<input type="checkbox"/>
<u>put up inspiring posters</u>	<input type="checkbox"/>	<u>getting-to-know-you activities</u>	<input type="checkbox"/>
<u>create "Hi I'm your teacher" intro</u>	<input type="checkbox"/>	<u>create back-to-school morning routine</u>	<input type="checkbox"/>
<u>back-to-school worksheets</u>	<input type="checkbox"/>	<u>create homework policy</u>	<input type="checkbox"/>
<u>look into anti-bullying resources</u>	<input type="checkbox"/>	<u>check classroom technology and equipment</u>	<input type="checkbox"/>
<u>look into PD resources</u>	<input type="checkbox"/>	<u>decorate front door entrance</u>	<input type="checkbox"/>
<u>peruse goodwill and local thrift shops for inexpensive decor</u>	<input type="checkbox"/>	<u>set up classroom calender</u>	<input type="checkbox"/>
<u>set up grade book</u>	<input type="checkbox"/>	<u>have reward incentive box filled</u>	<input type="checkbox"/>

notes:

classroom checklist

to-do list

_ weeks until school starts

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notes:

classroom checklist timeline

Plan

- classroom rules
- sub packets
- awards & certificates
- Intro packet
- gradebook
- activities

Shop

- basic supplies
- personal library
- display of student work
- flexible seating
- hygienic items
- holidays

Decorate

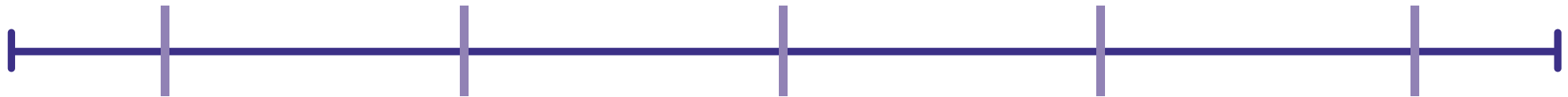
- reading section
- math center
- furniture
- storage
- wall decoration
- front door

Print

- classroom
- personal
- students
- school
- parents
- subs

Last Minute

- preparation
- organization
- self-care
- note taking
- learning
- mental check



1 month

file class list	<input type="checkbox"/>
fire drill rules	<input type="checkbox"/>
seating chart	<input type="checkbox"/>
class schedule	<input type="checkbox"/>
general plan	<input type="checkbox"/>
name & number of teachers	<input type="checkbox"/>
office procedures	<input type="checkbox"/>
classroom policies	<input type="checkbox"/>
online gradebook & template	<input type="checkbox"/>
classroom management tactics	<input type="checkbox"/>
teaching philosophy	<input type="checkbox"/>
organized binder	<input type="checkbox"/>
calendar planning	<input type="checkbox"/>
establish activity guidelines	<input type="checkbox"/>
content for 1st month	<input type="checkbox"/>

3 weeks

clipboards	<input type="checkbox"/>
decorative letters	<input type="checkbox"/>
books	<input type="checkbox"/>
newspaper & magazines	<input type="checkbox"/>
labelmaker	<input type="checkbox"/>
pens & pencils	<input type="checkbox"/>
plastic chair & desk	<input type="checkbox"/>
markers & highlighters	<input type="checkbox"/>
kleenex & wipes	<input type="checkbox"/>
hand sanitizers	<input type="checkbox"/>
laminator	<input type="checkbox"/>
calendar	<input type="checkbox"/>
colored & printer paper	<input type="checkbox"/>
stapler & ruler	<input type="checkbox"/>
bins	<input type="checkbox"/>

2 weeks

organize room sections	<input type="checkbox"/>
bring small ladder	<input type="checkbox"/>
couch	<input type="checkbox"/>
rugs	<input type="checkbox"/>
banners of colleges	<input type="checkbox"/>
inspiring posters	<input type="checkbox"/>
bookshelf	<input type="checkbox"/>
globe or map	<input type="checkbox"/>
beanbags & cushions	<input type="checkbox"/>
filing cabinet	<input type="checkbox"/>
storage boxes	<input type="checkbox"/>
educational posters	<input type="checkbox"/>
bulletin board	<input type="checkbox"/>
movable whiteboard	<input type="checkbox"/>
plants	<input type="checkbox"/>

1 week

worksheets	<input type="checkbox"/>
textbook scans	<input type="checkbox"/>
attendance sheets	<input type="checkbox"/>
rules & guidelines	<input type="checkbox"/>
homework	<input type="checkbox"/>
activity sheets	<input type="checkbox"/>
yearly curriculum	<input type="checkbox"/>
content for class wall	<input type="checkbox"/>
monthly calendar	<input type="checkbox"/>
daily reading sheet	<input type="checkbox"/>
name tags	<input type="checkbox"/>
labels	<input type="checkbox"/>
daily schedule	<input type="checkbox"/>
disciplinary procedure	<input type="checkbox"/>
conference dates	<input type="checkbox"/>

night before

full night's rest	<input type="checkbox"/>
pack lunch	<input type="checkbox"/>
set alarm	<input type="checkbox"/>
look at student names	<input type="checkbox"/>
check emails	<input type="checkbox"/>
look over schedule	<input type="checkbox"/>
coffee	<input type="checkbox"/>
double check all items needed	<input type="checkbox"/>
post-it notes for important info.	<input type="checkbox"/>
wake up early	<input type="checkbox"/>
prepare outfit	<input type="checkbox"/>
put materials in the car	<input type="checkbox"/>
wear comfy shoes	<input type="checkbox"/>
look over school map	<input type="checkbox"/>
take note of emergency exits	<input type="checkbox"/>

