

# 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:

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