



TABLE OF CONTENTS



How to Use This Book. 2

Standards Information 3

Substitute Teacher Information. 4

Student Roster 6

Birthdays 8

Seating Chart 9

Weekly Schedule 10

Monthly Planners 11

Class Records 17

Lesson Plans. 77

Grading Chart 160



This lesson plan book belongs to:



Name _____

School _____

Grade/Subject _____

Room _____

School Year _____

Address _____

Phone _____

Teacher Created Resources, Inc.

6421 Industry Way
Westminster, CA 92683
www.teachercreated.com

ISBN: 978-1-4206-2551-6

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Made in U.S.A.



Teacher Created Resources

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Cover Design:

Karen Goldfluss, Denise Bauer

Imaging: Leonard P. Swierski

Publisher:

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School Schedule

- Class Begins _____
- Morning Recess _____
- Lunchtime _____
- Class Resumes _____
- Afternoon Recess _____
- Dismissal _____

Special Notes

Special Classes

Student _____
Class _____ Day _____ Time _____

Student _____
Class _____ Day _____ Time _____

Student _____
Class _____ Day _____ Time _____

Where to Find

- Class List _____
- School Layout _____
- Seating Chart _____
- Attendance Record _____
- Lesson Plans _____
- Teacher Manuals _____
- First Aid Kit _____
- Emergency Information _____
- Supplementary Activities _____
- Class Supplies—paper, pencils, etc. _____
- Referral forms and procedures _____


Special Needs Students

Student	Needs	Time and Place
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Student's Name	Parent's Name	Address
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PLANNER

NOTES SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

PLANNER

NOTES SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY



Subject

WEEK	WEEK ____					WEEK ____					WEEK ____					WEEK ____									
DAY	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
DATE																									
ASSIGNMENTS OR ATTENDANCE																									
NAME																									
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 NOTES 	 MONDAY 	 TUESDAY 
    		