

# CLASSROOM ORGANIZATION

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# ABSENT WORK

- If students are absent this is where they can find their work!
- Assignments are located in the folders and separated by hour.
- Reinforce and Praise!
- Special Education- Keep folders for each subject area and assignments for the gen ed teachers!



# FORGET SOMETHING?



All supplies are available for students to use in case they forget theirs! 😊  
Tip: Order LOTS of pencils!!!

# PLEASE TURN YOUR WORK IN!



Turn in bins are easy and eliminate random papers being turned in on your desk!

# THE DOG ATE MY HOMEWORK

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Class: \_\_\_\_\_

**Missing Work Report**

Completing your homework or assignment is *YOUR* responsibility as a student.

Check all that apply to you:

I did not have the following materials in class today:  
Circle pencil paper eraser notebook textbook other: \_\_\_\_\_

I did not have the assigned homework.

I did the homework but did not have it in class.

I did not return the assigned material (i.e., progress report).

**EXCUSES: Check all that apply to you:**

I did not have appropriate materials at home.

I forgot.

I was too sick to do my homework.

I was absent and did not get the assignment.

OTHER — explain in detail: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Missing Work Report:

- Students have to explain why they didn't do their homework.
- They have to sign the bottom....they are always hesitant to sign something so I think that is motivation to turn in their homework on time!!

# WHAT ARE WE DOING TODAY?

- I Can statements for the unit
- Homework
- Reminders
- Located in the front of the room

Common Core  
Standard

Agenda/  
Homework

English 10

Rough draft completed  
for Wednesday

Honors English 11

Read to Ch 31  
Novel Test Oct 25

English 10 - I Can....

Find central idea, author's purpose,  
and summarize text.

Honors English 11 - I Can....

Use evidence, determine point of view,  
author's purpose, and analyze historical obs.

# MY SPACE



- Binder for each course
- Tray for each class with assignments
- Important files
- Desk Calendar

# FIRST DAY OF SCHOOL

- ⦿ Go over the syllabus
- ⦿ Room layout
- ⦿ Procedures
- ⦿ Continue to practice and reinforce!



# BEFORE SCHOOL

- ① Use the morning to get organized.
- ① Open any files that you may need on the computer.
- ① Prepare any handouts.

# LIKE HOME

- Posters on the wall
- Decorations
- Inviting place to come each day!

