

STEVENSON-CARSON SUB PLANS

Elementary

Teacher Name:

Grade(s):

Room Number:

Behavior Expectations:

Here is my class schedule:

Times	Activity
	Morning Prep: Please do
	Students enter the classroom and do
	Recess
	Special
	Lunch/Recess
	End of the day:

Copies of student IEPs and 504 are located:

Health Plans:

Computer passwords:

Location of any special equipment:

- You must dial 9 to get an outside line.
- To use the promethean board you must use the V-cast system on the laptop.

Enclosures:

- School map
- Bell schedule
- Directions on how to use the promethean board.
- Staff list with extensions

Please leave your laptop for the sub to use.