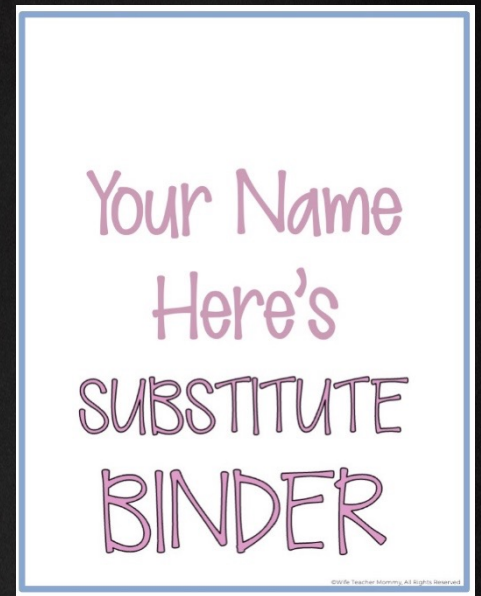
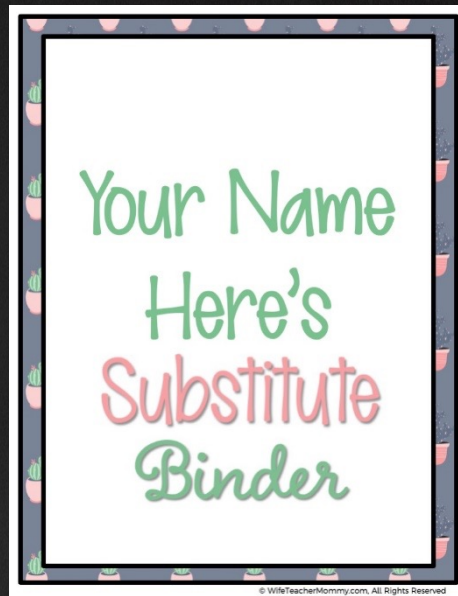
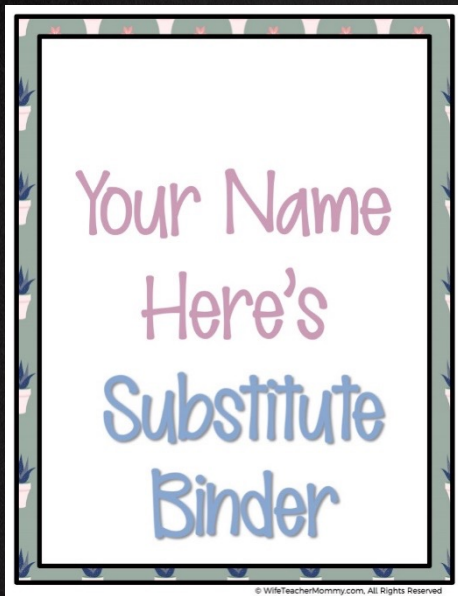


SUCCULENT Substitute Binder



Multiple Fun, Calming, and Editable Professional Cover Options



We have included multiple cover options to fit your style and professional needs. You can personalize your sub binder by choosing the cover that best suits you and add your name!

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Multiple schedule options are included in this pack that will help keep the schedule manageable and organized, not only for your sub, but for your students too!

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Classroom Info and Procedure Pages to Help Your Sub Know Each Procedure Immediately

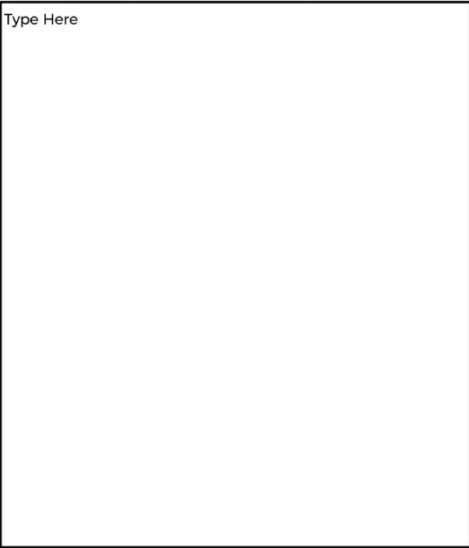
Arrival Procedures Type Here	Attendance Procedures Type Here	Lunch Procedures Type Here
Dismissal Procedures Type Here	Class Rules Type Here	Attention Prompts Type Here
Behavior Management Type Here	Transition Procedures Type Here	Dismissal Procedures Type Here

Keep all your procedure information in one place for easy recognition and availability. You can plan each procedure in preparation for the new school year and edit them as needed.

Differentiation and Lesson Adjustment Pages to Make Differentiation Easy

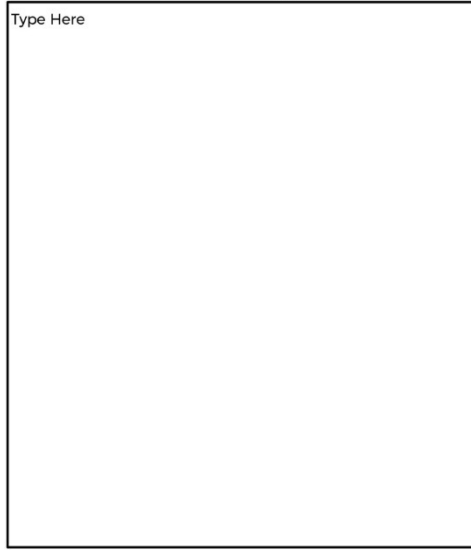
Differentiation

Type Here



Lesson Plan Adjustments

Type Here



We have created differentiation pages to help you outline exactly how you differentiate the content to reach all your students.

Editable Seating Chart Pages to Help Your Sub Navigate Your Classroom with Ease

Seating Chart Directions

Seating charts are VERY helpful for substitute teachers because they are the best way to identify students when they are taking notes on behavior, etc. Creating your seating chart on the computer will make it easier for you to make changes in the future as you go. It will also match the rest of your sub binder. You can edit your seating chart to be vertical or horizontal, you'll find this included a couple blank charts but still want the best.

Before you begin design: ALL of the included instructions are included to help you avoid frustration!

Step #1: Choose

- Decide whether a vertical or horizontal layout suits your classroom arrangement.
- If you have a longer classroom, the vertical layout is the best. The vertical layout is the best. The vertical layout is the best.

First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name
First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name	First Name Last Name

Step #4: Drag & Drop

Now it is time to get the desks into the correct layout for your classroom!

- Move your cursor around the text box until you see the "move" icon. When you click and drag the text box, it will move to the new location.

First Name

Click on the text box at the top middle of the desk (text box).

5: Type N

desks in the correct layout. Click your cursor into the "First Name" and write the second line for to keep the format!

The text boxes are for the text. This is to give you also so they are in a "to remove that space" and it should go.

The seating chart is color-coded your seating chart using the instruction.

Step #6: Seating Chart Color Coding

COLOR CODING IS OPTIONAL! IF YOU WOULD LIKE TO COLOR CODE YOUR SEATING CHART, SEE THE DIRECTIONS BELOW! I ONLY RECOMMEND THIS IF YOU FEEL PROFICIENT IN POWERPOINT!

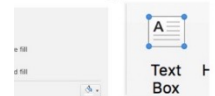
It is necessary for your seating chart if you would like. It can be helpful for substitute teachers. You can add color to the chart.

like to add color to. Scroll

in select your color. You can select your color. You can select your color. You can select your color.

for color coding if you'd like. Just hit the box. You can choose the color of the page. Drag the text box. You can make the text box.

3)






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We have included an editable seating chart to help your sub keep your students accountable for being in their proper seat throughout the day.

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Exit Forms for Your Substitute To Help You Understand How the Day Went

How Did The Day Go?

We didn't get to:

Students who did great/struggled:

Absent Students:

Other Notes:

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Would You Like to Sub Again?


1 2 3 4 5

Your Contact Info:

Your General Availability:

Thank you !

Substitutes: Scan the QR Code to check out the Substitute's Resource Binder!



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We have included an exit survey for your substitute to fill out to give you an idea how the day went and whether they would like to sub for you again!

Behavior Incentive Punch Cards for Your Sub to Use With Your Students

Substitute Punch Cards

You can use these however you decide! They can get one punch a day, or however many you want the sub to allow. You can decide rewards and incentives for filling up a card.

<p>○ ○ ○ ○ ○</p> <p>I HAD A GREAT DAY!</p> <p>This punch card belongs to: _____</p> <p>○ ○ ○ ○ ○</p>	<p>○ ○ ○ ○ ○</p> <p>I HAD A GREAT DAY!</p> <p>This punch card belongs to: _____</p> <p>○ ○ ○ ○ ○</p>
<p>○ ○ ○ ○ ○</p> <p>I HAD A GREAT DAY!</p> <p>This punch card belongs to: _____</p> <p>○ ○ ○ ○ ○</p>	<p>○ ○ ○ ○ ○</p> <p>I HAD A GREAT DAY!</p> <p>This punch card belongs to: _____</p> <p>○ ○ ○ ○ ○</p>
<p>○ ○ ○ ○ ○</p> <p>I HAD A GREAT DAY!</p> <p>This punch card belongs to: _____</p> <p>○ ○ ○ ○ ○</p>	<p>○ ○ ○ ○ ○</p> <p>I HAD A GREAT DAY!</p> <p>This punch card belongs to: _____</p> <p>○ ○ ○ ○ ○</p>

Your students will love earning punches from the substitute and they will be even more excited to show you how many they earned when you return to the classroom.