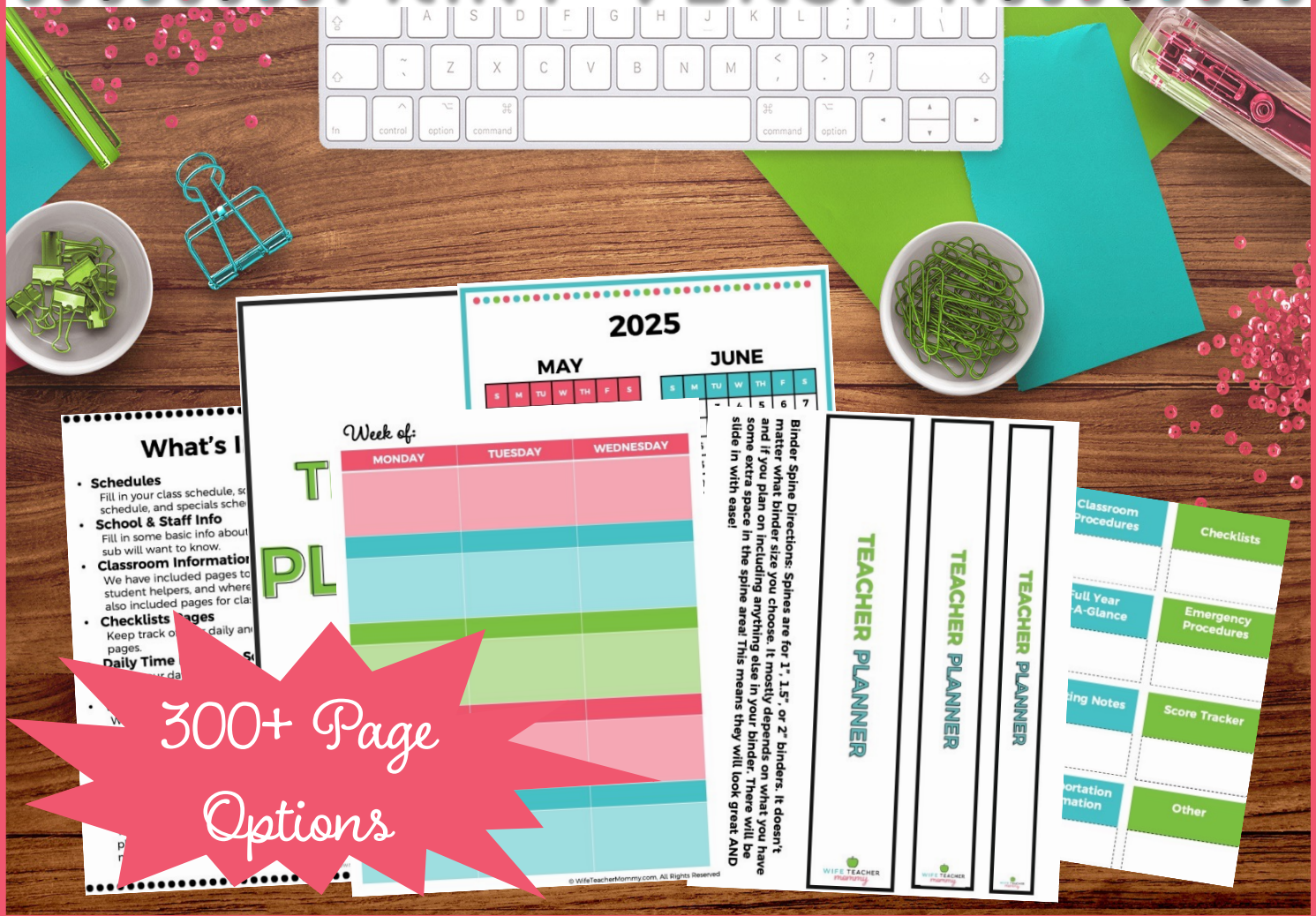


# THE ULTIMATE Teacher Planner

## PRINT VERSION



300+ Page  
Options

Binder Spine Directions: Spines are for 1", 1.5" or 2" binders. It doesn't matter what binder size you choose. It mostly depends on what you have and if you plan on including anything else in your binder. There will be some extra space in the spine area! This means they will look great AND slide in with ease!

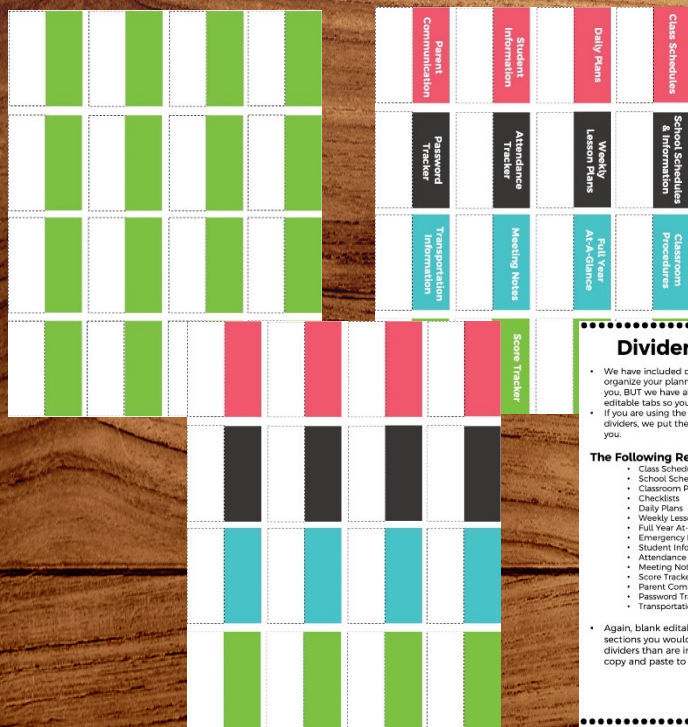
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# Multiple Fun, Colorful, and Professional Cover Options



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

# Divider Sections and Tabs to Keep Everything Organized and Easily Accessible



**Divider Sections & Tabs**

- We have included divider sections and tabs to help you organize your planner. We have set it up so it is ready to go for you, BUT we have also added editable divider sections and editable tabs so you can make changes if you would like to!
- If you are using the format, we created with the pre-made dividers, we put them in order in the binder to make it easy for you.

**The Following Ready-Made Dividers are included:**

- Class Schedules
- School Schedules & Information
- Classroom Procedures
- Checklists
- Daily Plans
- Weekly Lesson Plans
- Full Year At-A-Glance
- Emergency Procedures
- Student Information
- Attendance Trackers
- Meeting Notes
- Score Tracker
- Parent Communication
- Password Tracker
- Transportation Information

• Again, blank, editable ones are also included for any other sections you would like to add! If you need more additional dividers than are included, just right click the slides and copy and paste to make another copy of the slides.



We have thought of everything – you will find binder tabs and divider sections included in this planner with blank pages for you to fill in yourself.

# Class and School Schedule Pages & a School Information Sheet to Keep Important Information Handy



**Class Schedule**


**Specials Schedule**


**School & Staff Info**

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Principal: \_\_\_\_\_

Secretary: \_\_\_\_\_

Nurse: \_\_\_\_\_

Buddy Teachers and Room Num: \_\_\_\_\_

Other Staff You'll Want to Know: \_\_\_\_\_

**Alternate Schedule**


Notes: \_\_\_\_\_

**School Schedule**


Notes: \_\_\_\_\_

Multiple schedule page options are included in this pack and will help keep your busy schedule manageable and organized for not only you, but your students too.

# Classroom Info and Procedure Pages to Help You Know Each Procedure Immediately

**Classroom Info**

Number of Students:  
\_\_\_\_\_

Classroom Number  
\_\_\_\_\_


First Aid Kit Located:  
\_\_\_\_\_

Where To Find Supplies:  
\_\_\_\_\_

**ELA Centers Overview**

Student Groups:  
\_\_\_\_\_

Rotations:  
\_\_\_\_\_

**Cheat Sheet** 

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_


**Lunch Procedures**

\_\_\_\_\_

\_\_\_\_\_

**Assembly Procedures**

\_\_\_\_\_

**Guided Reading Cheat Sheet** 

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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 tweak them as needed.

# Multiple Checklist Options to Keep Even the Most Chaotic Teacher Organized

**Get Things Done**

This Week	Today
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

**Get Things Done**

This Week	Today
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

**Important Dates**

JANUARY	FEBRUARY	MARCH	APRIL
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MAY	JUNE	JULY	AUGUST
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Get Things Done**

This Week	Today
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>

**Next Week**

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

**Important Dates**

JANUARY	FEBRUARY	MARCH	APRIL
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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MAY	JUNE	JULY	AUGUST
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Important Dates**

JANUARY	FEBRUARY	MARCH	APRIL
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MAY	JUNE	JULY	AUGUST
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

We have included multiple checklist options in both color and black and white to help you manage your workload without having to juggle the task of remembering each item.

# Time Blocked Daily Schedule Sheets to Help You Plan Out Your Day

**Daily Schedule** Today's Date: \_\_\_\_\_

	:00	:15	:30	:45
6				
7				
8				
9				
10				
11				
12				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**Daily Schedule** Today's Date: \_\_\_\_\_

	:00	:15	:30	:45
6				
7				
8				
9				
10				
11				
12				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**Daily Schedule** Today's Date: \_\_\_\_\_

	:00	:15	:30	:45
6				
7				
8				
9				
10				
11				
12				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Easily plan out your day with these time-blocked daily schedule pages. We have broken the day into 15-minute sections so that you can manage each lesson and task with ease.

# A Variety of Weekly Planning Pages to Fit Your Style and Functionality

Week of:

MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		

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Week of:

MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		

Week of:

MONDAY	TUESDAY	WEDNESDAY

Week of:

MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		

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Week of:

MONDAY	TUESDAY	WEDNESDAY

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Week of:

MONDAY	TUESDAY	WEDNESDAY

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We have created multiple planning sheets in both vertical and horizontal orientations to help keep your planner effective for your planning procedures. Choose the pages that best fit your planning workflow!



# Full Year At-A-Glance Pages to Allow Easy Future Date Planning

**2022**

**MAY**

S	M	TU	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**JUNE**

S	M	TU	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**JULY**

S	M	TU	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**AUGUST**

S	M	TU	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**2024**

**SEPTEMBER**

S	M	TU	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**OCTOBER**

S	M	TU	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**NOVEMBER**

S	M	TU	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**DECEMBER**

S	M	TU	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**2025**

**SEPTEMBER**

S	M	TU	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**OCTOBER**

S	M	TU	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**NOVEMBER**

S	M	TU	W	TH	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**DECEMBER**

S	M	TU	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Need to plan months ahead? No problem! We have included monthly pages for each year ranging from the year 2022 through 2025 to make planning ahead easy and convenient.

# Pre-Dated Monthly Planning Sheets with Checklist Area and Important Date Sections



**AUGUST 2022**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
	1	2	3
7	8	9	10
14	15	16	17
21	22	23	24
28	29	30	31

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**FEBRUARY 2023**

THURSDAY	FRIDAY	SATURDAY	
2	3	4	TO DO
9	10	11	
16	17	18	
23	24	25	DATES

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**DECEMBER 2023**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY
3	4	5	6
10	11	12	13
17	18	19	20
24	25	26	27
31			

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Pre-dated monthly planning sheets are included for 2022, 2023, 2024, and 2025! You will never have to spend hours filling in the dates again!

# Emergency Procedure Sheets to Keep You Prepared During Any Unexpected Emergency



## Lockdown Procedures

Blank space for writing Lockdown Procedures.

## Fire Procedures

Blank space for writing Fire Procedures.

## Earthquake Procedures

Blank space for writing Earthquake Procedures.

## Severe Weather Procedures

Blank space for writing Severe Weather Procedures.

## Indoor Recess Procedures

Blank space for writing Indoor Recess Procedures.

## Natural Disaster Procedures

Blank space for writing Natural Disaster Procedures.

When an emergency happens, it is hard to focus! We have included emergency procedure pages to help you stay calm & effective even in a time of chaos.

# Class Lists & Student Information Sheets To Help You Keep Your Class Info

All In One Place

The image displays three sample forms arranged on a wooden background. The first form on the left is titled 'Class List' and features a table with 10 rows and 2 columns. Below the table is a section for 'IEP Accommodations' with a 'Student:' label and a text box, an 'Explanation:' label and a larger text box, and an 'Accommodations:' label and a text box. The middle form is also titled 'Class List' and has a large empty box. The third form on the right is titled 'Student Info' and includes two 'Insert Photo Here' boxes, a 'Student ID:' label and text box, an 'Info:' label and text box, an 'Concerns:' label and text box, and an 'S:' label and text box. There are also two 'Insert Photo Here' boxes on the right side of this form.

Keep all your student information compiled in one place with our student information sheets. We have included pages for IEPs and 504 Accommodations as well.

# Attendance & Score Tracking Sheets for Easy Attendance and Assessments

Student Names	Dates

Student Names	Dates

Student Names	Assignment

Student Names	Assignment

We have included easy to use attendance and score tracking pages to help you keep track of each student's attendance and academics.

# Many Other Important Sheets to Serve of All Your Teacher Needs

Date: / /

## Meeting Notes

## Parent Communication Tracker

DATE	STUDENT NAME	PARENT NAME	REASON




## Password Tracker

WEBSITE/PROGRAM	USERNAME	PASSWORD

## Parent Contact Info

Student	Parent	Contact #

## How We Get Home

Bus 	Walk 	Car 

We have included all the pages we wish we would have had when we were in the classroom. In this resource, you will find password tracking sheets, meeting note pages, parent contact info sheets, and much more!