

Hi, Substitute!

Feb. 27, 2014

Thank you for subbing for me today. Have a great day! -Hailey

Time/period	Activity
<b>1<sup>st</sup>-7<sup>th</sup> Period</b> <b>3<sup>rd</sup> Hour Prep</b> <b>Homeroom 11:18</b>	<p>You should be the first to exit the class after every period. You have hall duty in between every class and should be out and about.</p> <p>There are two bells for every class period, except for fourth period, there is only one dismissal bell. The first bell is a minute before they are released. The second bell is the release bell.</p> <p><b>CLASSROOM PROCEDURES:</b></p>
<b>I have lunch Duty in the Cafeteria/ Outside.</b> <b>11:28-11:58</b>	<p><b>SEATING:</b> I allow the students to choose their seats. If they are loud, you may move them to different places in the room. Have students review appropriate behavior for sub in spirals.</p> <p>Take a few minutes to emphasize our expectations. Feel free to refer anyone to the office. Steve has your back. ☺</p> <p>Take attendance and put it on the sheet.</p>
	<p>Students know what they should be working on and have already been given expectations. They should be quietly working alone or quietly in pairs.</p> <p>How to Read a Primary Source Document: Marking the Text</p> <p>Step 1: Highlight Numbers</p> <p>Step 2: Match&amp;highlight speaker, date of speech, purpose</p> <p>Step 3: Circle keywords</p> <p>Step 4: Pick your favorite 4 keywords and put them into the box</p> <p>Step 5: write the definition and synonym for the word using the dictionary</p> <p>Step 6: Read full passage</p> <p>Step 7: Highlight main ideas and cool quotes</p> <p>Step 8: Summarize what you read. Write in your own words.</p> <p>Order of Speech completion:</p> <ol style="list-style-type: none"><li>1. Nelson Mandela's speech: Nobel Peace Prize: lines 11-42</li><li>2. I Have a Dream speech: Martin Luther King Jr.: lines 85-105</li><li>3. Madela's Presidential Inauguration speech: llines 47-83</li><li>4. Mandela's: Release from Prison speech at Cape Town: 1-8</li></ol>
	<p><b>DISCIPLINE:</b> Anyone that gives you a difficult time, feel free to give them a letter or just write down their names. I will have them write a letter.</p> <p><b>DISMISSAL:</b></p> <p>Have students put away books at the end of the period; pick up papers off the floor.</p>
	<p>Prep 3<sup>rd</sup> period 10:24-11:18</p> <p>Homeroom- 11:18 Channel 1- need to be in the classroom at this time before lunch for about 10 minutes</p>
<b>Phone</b>	<p>11:28 Lunch. I have duty in the lunchroom. Go down. Eat at a table and wave the kids out if they have their area clean. Go outside to help out Mr. Bullard around 11:40.</p> <p>Lunch before 4<sup>th</sup> period. School lunch can be purchased at the cafeteria for \$3.50</p> <p>To dial out of the school, just dial 9 and the number</p>



**Helpful students**

My TA's are very helpful. They can help you.

Period	Helpful Students	Students who need extra TLC
Period 1	TA Kate & Renee	
Period 2	Rebecca TA	
Period 3	Prep	
Homeroom	Channel 1	
Period 4	Lauren Rieta	Amanda Alexis
Period 5	TA Sierra & Mazzy (Miss Nikki-EA)	Ask Miss Nikki
Period 6	TA Makenzie & Annaliese	
Period 7th	TA Hannah & Ridge	Kaden

**Note:**

If you have any questions Kris can help you out across the hall. Thank you again! -Hailey Bull