

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h2>January 2009</h2>				1 “The classroom should be as much like life beyond the classroom as possible.” — <i>Paula Rutherford</i>	2 Mark your calendar with teacher work days, testing days and other major events for the rest of the school year.	3 Try using a tickler file system to take care of papers that require action—but tend to pile up on your desk.
4 Create your own “oasis”—a place where you can go to relax and refresh.	5 For bell work, write a riddle on the board and ask students to figure out the answer.	6 Review your class routines and rules. Reteach if necessary.	7 Fold papers that are destined for trash or recycling. You won’t accidentally put them back in the pile.	8 Have students post goals on a bulletin board labeled “Success in the New Year.”	9 Post your schedule and learning goals in the same place every day.	10 A funny cartoon taped inside a desk drawer can elicit a smile when you need it.
11 Meet a friend for coffee or an exercise break today.	12 Use easy content to teach new processes. Use easy processes to teach new content.	13 Take a tip from book stores: Display books in your class library “cover out” to boost readership.	14 Give directions. Then have students tell their neighbors what they think they’re supposed to do.	15 If two or more students ask questions about your directions—they weren’t clear.	16 Speak softly and students will quiet down so they can listen.	17 Avoid too much sugar. The sugar “high” is followed by a crash.
18 Make some nourishing breakfast foods you can grab as you head out the door.	19 Students usually remember the first and last few minutes of a lesson best.	20 The harder the concept you’re explaining, the more slowly you need to speak.	21 Set up a folder for tax-related papers that will start arriving.	22 Advertise good news on your screen saver for a quick student reward. “Alex wrote a great book report!”	23 Paper flashcards wear out. Use a program such as PowerPoint® to create e-flashcards.	24 Check out www.lessonplanspage.com for a lesson plan template.
25 Read a section of the newspaper you usually don’t have time to read.	26 Teach a few basic signs with sign language—stop, listen, good work.	27 Student desks are places where germs live. Set aside time for students to clean them regularly.	28 It’s Lewis Carroll’s birthday. Read “Jabberwocky” to your students.	29 Remember what you have in common with parents: You both want what’s best for the child.	30 Teach your students how to disagree—without being disagreeable.	31 “Our students can do hard things, but they do not always know that.” — <i>Anthony Cody</i>