

## **Suggested Contents for Your SubPack**

### **Classroom Supplies**

Rubber bands  
Markers and/or colored pencils  
Labeled ball-point pens (red, blue, black)  
Transparent and masking tape  
Crayons  
Scissors  
Glue Sticks  
Paper clips, staples, a small stapler  
Post-it® Notes (various sizes and colors)  
Ruler  
File folders  
Calculator  
Lined and blank paper  
Name badge materials (address labels or masking tape will work)

### **Rewards/Motivators**

Tickets  
Certificates  
Stickers  
Mystery Box  
Stamp and Ink Pad  
Privilege Cards (get a drink, first in line, etc.)

### **Personal/Professional**

Clipboard  
Substitute teacher report  
District information (maps, addresses, phone numbers, policies, starting times, etc.)  
Coffee mug or water bottle  
Whistle (useful for P.E. and playground duty)  
Small package of tissues  
Snack (granola bar, pretzels, etc.)  
Small bag or coin purse for keys, driver's license, money (enough for lunch), and other essential items.  
Do not bring your purse or planner with a lot of money, checks, and credit cards (there may not be a secure place to keep it).  
Band-aids

### **Activity Materials**

The Substitute Teacher Handbook  
Tangrams  
Bookmarks  
"Prop" (puppet, stuffed animal, etc.)  
Picture and activity books  
A number cube or dice for games  
Estimation jar  
Newspaper  
Timer or stopwatch Provided by the ©Substitute Teaching Institute/Utah State