

First Trimester Classroom Jobs	Students
<p>Attendance and day's date assistant. Take attendance every day. Note down who is absent. Tell Mrs. K. Write the day's date on the white board in front if Mrs. K forgets.</p>	1
<p>Teacher's assistant. Remind me about specialist/snack/lunch/recess. Take out fire drill bag and clipboard. Be my messenger. Be a sub for jobs when kids are absent. Help my sub if I am absent. Take the bus slip out and turn it in to the teacher on duty.</p>	1
<p>Hand out papers to students in class. Count papers out by rows for students to pass back.</p>	1
<p>Two to hand papers back. Put papers into the correct slots for students to pick up and take home.</p>	2
<p>Three to be Bucketeers. Carry the lunch bucket down to lunch. Bring it back to the room after lunch. Wash it out on the first of the month (or more often if it needs it).</p>	3
<p>Left, middle, and right librarians. Work together to keep the books shelved correctly: fiction by initial of author's last name, nonfiction by category—social studies, art, architecture on the right; <i>Annals of America</i> in the middle; science, math, technology on the left. Keep the check-out pad up-to-date. On Fridays dust the shelves.</p>	3
<p>Back of the line monitor. Make sure everyone is in line and quiet. Close the door after us when we go out of the room.</p>	1
<p>Mathematician. Correct <i>Pre-Algebra with Pizzazz</i> papers. Give people \$1 for each 100% paper. On Fridays give \$5 to the person who did the most 100% papers that week.</p>	1

<p>One to be computer monitor. Make sure all computers are logged off and turned off at the end of the day—in the classroom and when we are in the lab. On Fridays dust the monitors, keyboards, computers, and computer tables.</p>	<p>1</p>
<p>Two to be floor and chair monitors. Before we leave the room for lunch or at the end of the day, walk around the room and remind people to pick up their stuff. Make sure there are no pens or pencils or trash left on the floor when we leave the room. Make sure all the chairs are pushed in at the end of the day.</p>	<p>2</p>
<p>Two to be classroom cleaners. Make sure things stay inside the cubbies. Remind people to keep their cubbies tidy. On Fridays clean out the pencil sharpener. Dust the windowsill, the counter, and shelves under it. Erase the white board. Use a baby wipe to wipe the tray clean. Clean the erasers too by rubbing them against each other over a trash can. Wash the back counter, the sink, the towel dispenser, and all the other washable items on the back counter. Dry them off with paper towels! On the first of the month get friends to help you check the art supplies. You each get an extra \$5.</p>	<p>2</p>
<p>Two to be Lost and Found mavens. Every morning hang anything that's off the hangers—straightened right-side out, buttoned, zipped, and facing left. Put things on the rack in color order: brown, tan, white, pink, red, orange, yellow, green, blue, purple, gray, black. (If something has a name on it, ask at the office and take it to the correct classroom.)</p>	<p>2</p>