

**Q: If I am in two rooms next year, do I need to fill out a room assessment for each room?**

Yes. And, also suggest working with the person you will be assigned with and complete one form for the shared room.

**Q: If I have two rooms next year, can I have a teacher desk in both rooms?**

Yes. Label your current desk to go to one room. Indicate that you need a new teacher desk on the other room assessment form.

**Q: If one of my rooms next year is my current room, do I fill out an assessment for that room?**

No

**Q: If I'm not moving rooms, do I need to fill out a room assessment form?**

No

**Q: If I'm not moving rooms, do I need to empty my filing cabinet and desk?**

No. Follow normal summer procedures.

**Q: If I'm not moving rooms, do I need to label my furniture?**

If you are currently at Roslund or the Middle School, yes. All furniture should be labelled (name/room label, SURPLUS, or GARBAGE). This is a tool for movers this summer. Even if items are only moved to the hall, we don't want any confusion about returning items to rooms.

**Q: Are the supplies listed on the items to be provided in classrooms document (pencils, folders, etc.) going to be the only supplies for the entire school year, or are they going to be provided at the beginning of the year, and be replenished on an as needed basis?**

The supplies we listed were targeted for K-6 since those needs are the most consistent. After 6<sup>th</sup> grade, we felt that teachers probably had more individualized needs. The list would represent only a starting place. I would fully expect that we would need to replenish "consumable" supplies like pencils, glue, etc. If you are in 7-12, I recommend that you provide a list of supply needs to your principal. They will consolidate that list and forward to us for purchasing. All requested items should be available to you no later than September 1.

**Q: Are we able to send surplus art supplies to central at this time from the art rooms?**

Please pack them and label as art supplies – SURPLUS. They will not be moved until a later date.