

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h2>December 2007</h2>						<p><b>1</b> “The only way to discover the limits of the possible is to go beyond them into the impossible.” —Arthur C. Clarke</p>
<p><b>2</b> Schedule time for exercise on your calendar this month.</p>	<p><b>3</b> Create a “Giving Tree”—things parents could donate for your classroom.</p>	<p><b>4</b> Add student photos to your seating chart. Leave it in your substitute file.</p>	<p><b>5</b> Teach in layers, not lumps. Overlap today’s content with what you taught your students yesterday.</p>	<p><b>6</b> Give students an answer—say, 32. Have them create math problems with that answer.</p>	<p><b>7</b> Make a list of students who are showing improvement. Write or call their parents.</p>	<p><b>8</b> Take 15 minutes to sit down with a cup of coffee or hot chocolate.</p>
<p><b>9</b> Challenge yourself to a puzzle—crossword, Sudoku or another brain-teaser.</p>	<p><b>10</b> Schedule a Desk Cleanup Day. Everyone—you, too—cleans desks for 10 minutes.</p>	<p><b>11</b> Ask students to write postcards to a character in a book they are reading.</p>	<p><b>12</b> For review, ask students to write test questions as you complete a unit.</p>	<p><b>13</b> Think about how you can improve your assessments to monitor what students learn each day.</p>	<p><b>14</b> Put a colored sticky note on the door with a list of things to take home.</p>	<p><b>15</b> Look through magazines for interesting pictures to serve as writing prompts.</p>
<p><b>16</b> Set aside time to read a professional journal or book.</p>	<p><b>17</b> Find a way to show your appreciation to the school secretary and custodian.</p>	<p><b>18</b> Thank your volunteers—send peppermint candies with a note that says, “You’re worth a mint!”</p>	<p><b>19</b> Commend students for their acts of kindness toward other students.</p>	<p><b>20</b> In the computer lab, have students turn monitors <i>off</i> when you are giving directions.</p>	<p><b>21</b> Send home fun family learning activities to do over the school vacation.</p>	<p><b>22</b> Clean out your email inbox. Set up folders to keep email to and from parents.</p>
<p><b>23</b> Are you growing professionally? Can you make changes?</p>	<p><b>24</b> Make sure your students learn. Write daily lesson plans.</p>	<p><b>25</b> Make today a no-tech day—no email or Internet.</p>	<p><b>26</b> Catch up with old friends. Plan a special breakfast or lunch.</p>	<p><b>27</b> Look through a unit you plan to teach in January. Make any necessary changes now.</p>	<p><b>28</b> Do things you haven’t had time for during the school year—read, exercise, sleep.</p>	<p><b>29</b> Set some goals for the new year—and write them down!</p>
<p><b>30</b> “An investment in knowledge ...</p>	<p><b>31</b> ... pays the best interest.” —Benjamin Franklin</p>					