



2019-20 ISS SCHOOL SUPPLY CHECKLIST

What is the current status of your school's supply inventory?

Use this overview checklist to get a jumpstart on organizing needs and future orders:

Assessing Overall School Life and Changes

If you're expecting some small or large strategic changes, add new items to your order or increase your quantities.

- Is enrollment expected to grow?
- Is your school focusing on curriculum review?
- What new technology initiatives are planned?

General Classroom

Take inventory of materials on hand and consider your update and replenishment plans.

- Have you planned classroom displays?
- Do you have enough consumables?
- Do you need new or replacement text books, physical or digital?

Library

Review your current budget and next year's plan to find opportunity for growth.

- How can you build out your classroom libraries?
- Are there new releases/additions to curriculum you need to order?

Furniture

Assess your stock of indoor and outdoor equipment.

- Consider playground equipment, including slides, swings, structures, etc.
- Do you need new or to refresh classroom basics, such as desks, chairs, benches?
- Does your school have a makerspace in need of new agile furniture and fixings?



Science and Tech

Ensure your students are equipped for innovation and inquiry.

- Are your science laboratory equipment and PPE stocked?
- What technology is ready to be updated or introduced? Consider laptops, calculators, etc.
- Does your school have a makerspace in need of tools like cameras, robotics, etc?

Uniforms

Assess your stock and sizing needs for next year, considering:

- School uniforms
- PE and sports uniforms

Performing and Visual Arts

Take inventory of your supplies for the visual and performing art needs.

- Do you need to increase or replace any instruments?
- How is your art supply inventory? Consider ceramics, paints, arts and crafts supplies, etc.
- Do you need new theatre equipment, costumes, props?

Sports Equipment

Support all levels of PE programs and sports teams, considering multiple categories of activity:

- Equipment for the pool: Swimsuits, goggles, etc.
- Equipment for the field: soccer balls, cricket bats, cleats, etc.
- Equipment for the gym: volleyballs, basketballs, nets, etc.

Next steps

You have a good grasp of what your school has and the items it will need to supply. Now what?

- Decide on a plan for storing and inventorying current supplies
- Make a list of needed items
- Place or increase your ISS School Supply Order by contacting supply@iss.edu