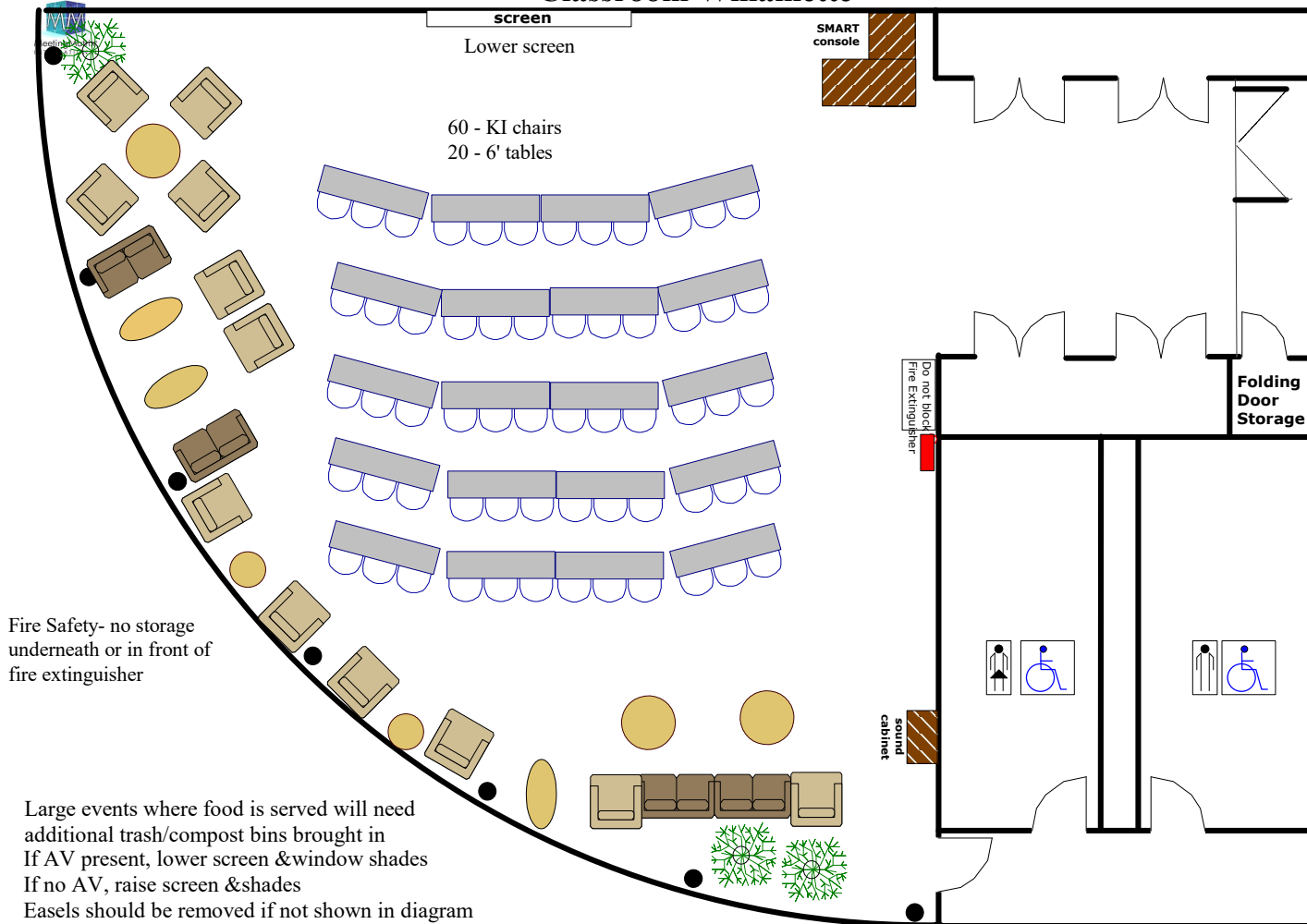


Classroom Willamette



Fire Safety- no storage underneath or in front of fire extinguisher

Large events where food is served will need additional trash/compost bins brought in
 If AV present, lower screen & window shades
 If no AV, raise screen & shades
 Easels should be removed if not shown in diagram
 Flip chart easels brought in should have paper, pens & be clean