SCHTTF Grant Office Supplies List 2026-2027				
Address labels		Envelopes		Overhead Marker set
Adhesive Bandage		File Cabinet		Printer Paper
Antiseptic Wipes		File Folders		Paper Clips
Appointment Cards		File Rotary		Partition Folders: Letter/Legal
Badge Holders		Fire Extinquisher		Pencil Sharpener
Batteries		Finger-tip		Pencils
Binder Clips		Flash drive		Pens
Binders		Folder Partition		Permanent Marker Set
Black Cartridge Part		Folders		Post It Note Pads/Post It Flags
Black Refills for Uni-Ball Pens		Furniture Polish		Post-it pop-up note dispenser
Blackboard Eraser		Giant Gem Clips		Personal Protective Equipment/Supplies
Business Card Holder		Gloves Latex		Presentation covers
Business Cards		Glue		Push Pins
Calculator		Hand Sanitizer		Receive Stamper
Calculator Ribbon		Hanging Files		Record Boxes
Calculator Tape		Hanging File Rack		Report Covers
Calendar		Highlighters		Restroom tissue/towels
Card Stock		Hole Punch		Ring sensor alarm for doors < $2,500
Cell phone case		Index Cards		Rubber Bands
CDs		Ink Cartridges		Ruler
CD Binder Pages		Insertable Ring Book		Printers/Scanners
Chargers		Inter Office Envelopes		Scissors
Charging cords		Keyboard		Sharpies
Cleaning/Disinfectant cleanser		Keys		Shredder < $2,500
Clipboard		Labels/Label Maker		Signage - Restricted Area, Exit, Restroom, etc. - No
Color Cartridge Part		Lanyards		Smoke/Carbon Dioxide detectors
Colored Flags		Laptops < $2,500		Sheet Protectors
Comb Binding Cover Set		Lead		Stamp Pad
Command Hooks & Strips		Laminators		Standing Desk Converter
Copier Paper		Legal Folders		Stapler
Copier Stapler/Staples		Legal Pads		Stapler Remover
Correction Film Dry Line		Letter Opener		Staples
Cover Report Slide		Liquid Paper		Steno Pads
Desk Calendar		Lysol Cleaner		Storage Boxes/Boxes
Desk Chair		Marker set		Tables (8', 12')
Deskjet toner		Markers Dry Erase		Tape
Disc sleeves		Masks		Tape Dispenser
Disc		Masking Tape		Canopy Tent < $ 300.00
Disk Storage Box		Mechanical Pencils		Thumb tacks
Dividers		Message pad		Thumb drives
Dry Erase Board		Mouse Pad/Mouse		Toner
Dry Line White - Out		Name badges		Transparent tape
Easel Board		Note Pads		Transparencies
Easel Post It Pads		Notebooks/Notebook Paper		Wall Pocket

Revised 2/20/2026