

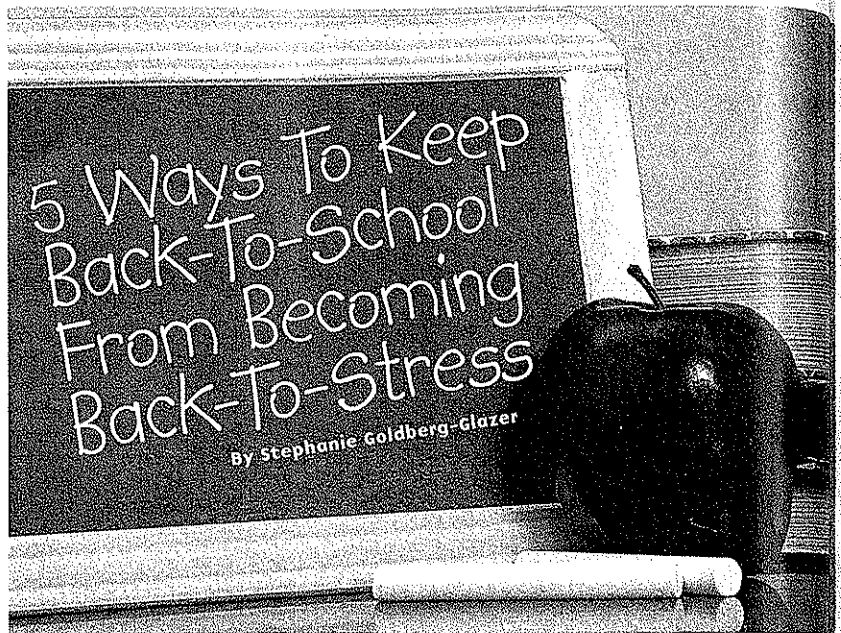
BACK to SCHOOL

Does the thought of your kids going back to school send you into a panic? It doesn't have to be so stressful. Follow these simple steps to keep your child — and yourself — organized in the face of back-to-school madness.

1. Create a “homework spot” somewhere in your house. You can stock this special area so your children can sit down and have everything they need to tackle their school work. As a bonus, you won't have to hunt for supplies next year just before school starts.

2. Don't buy more than you need. Oh, the expense of sending a child to gain a full year's worth of knowledge! Between the new clothes and supplies, you can put a serious dent in your August budget. Before school starts, go through all of the supplies that are left over from last year. Organize all pens, pencils, paper, etc. so you can see what's missing and buy only what you need.

3. Purge before you splurge. When you finish going through your child's school supplies, go through the closet. Donate the outgrown clothes; toss any soiled or torn items. Make a game



plan with your child before going to the mall, so you don't end up with six pairs of black pants and no tops.

4. Steal some quality time when school starts. While dinner is in the oven (or as the delivery driver is on the way) spend some time going over your child's homework. This is also a good time to go through your child's backpack and make sure it's filled with things he or she needs (get rid of what is unnecessary).

5. Organize each weekend to stay on track all year long. Take an hour or two over the weekend to cut up fruits and veggies for lunches and snacks. Make a list of what each child will take for lunch and shop for any necessary ingredients. Check that each child has enough clean clothes for the week. Finally, spend a few minutes relaxing, knowing that the week will go by very smoothly.

With a little bit of planning, you can enjoy some extra time with your family.

Stephanie Goldberg Glazer is an organizational expert and the owner of Your Personal Manager. Your Personal Manager (www.yourpersonalmanager.com) tailors its services to the unique needs of each client.

THE ALL-AMERICA CITY BY THE SHORE

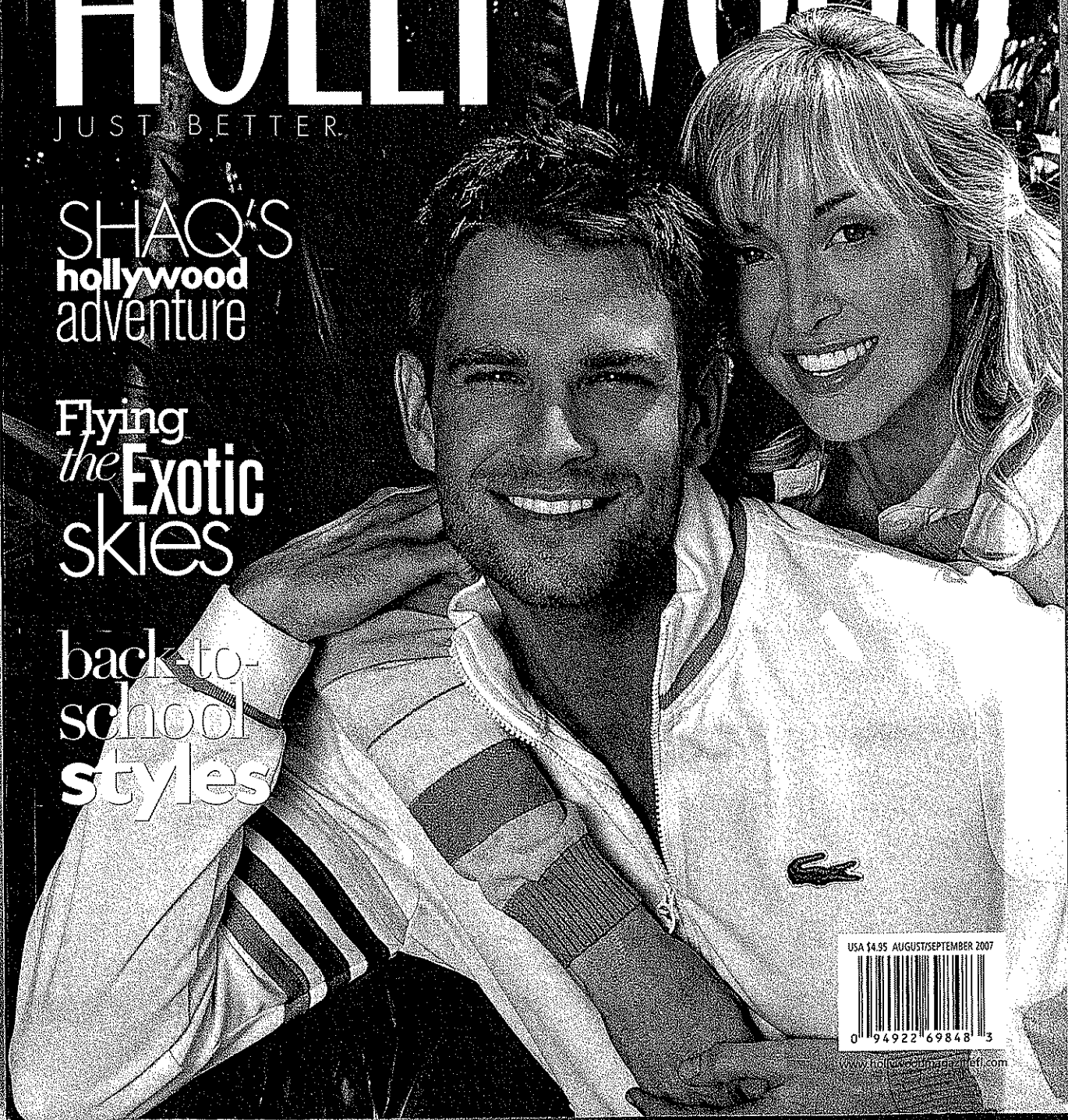
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