1. Record Nr. UNINA9910822073803321 Autore Mierzwik Diane Titolo Classroom record keeping made simple: tips for time-strapped teachers / / Diane Mierzwik; indexer, Teri Greenberg; cover designer, Rose Storey Pubbl/distr/stampa Thousand Oaks, California:,: Corwin Press,, 2005 ©2005 **ISBN** 1-4833-6143-8 1-4833-6360-0 Descrizione fisica 1 online resource (121 p.) Disciplina 371.2 Student records Soggetti School reports **Teachers** Lingua di pubblicazione Inglese **Formato** Materiale a stampa Livello bibliografico Monografia Note generali Description based upon print version of record. Nota di bibliografia Includes bibliographical references and index. Nota di contenuto ""Cover""; ""Contents""; ""Preface""; ""About the Author""; ""Chapter 1 -Instructional Records""; ""Course Syllabus""; ""Lesson Plans""; ""Assignment Records"": ""Worksheets"": ""Generated Directions for Assignments/Projects""; ""Matching Assignments and Assessments to Standards""; ""Substitute Plans""; ""Conclusion""; ""Chapter 2 - Grading and Assessment Records""; ""Daily Grades""; ""Homework Grades""; ""Makeup or Late Work""; ""Incomplete Work""; ""Class Participation""; ""Running Records""; ""Grading Checklists and Rubrics""; ""Tests""; ""Final Grades""; ""Sample Work as Records"" ""Portfolios or Student Files""""Attempts to Provide Support""; ""Conclusion""; ""Chapter 3 - Classroom Management Records""; ""Seating Charts""; ""Student-Generated off-Task Paperwork""; ""Time-Outs""; ""Detentions""; ""Discipline Referrals""; ""Behavioral Plans""; ""Conclusion""; ""Chapter 4 - Parent Contact Records""; ""Letters Home""; ""Phone Calls""; ""Whole-Group Contacts""; ""Personal Contacts""; ""Progress Reports""; ""Conclusion""; ""Chapter 5 - Special Needs and Accommodation Records""; ""Special Instructional Time

Logs""; ""Intervention Lists""; ""Accommodation Documents""

	""Grade Justification Sheet""""Conclusion""; ""Chapter 6 - Using Your Records When Meeting with Students, Parents, or Administrators""; ""Student Meetings""; ""Parent Meetings""; ""Administrator Meetings""; ""Conclusion""; ""Resources""; ""References""; ""Index""
Sommario/riassunto	This enlightening text provides tips, strategies, and best practices for finding additional daily time and creating enhanced documentation through better record-keeping management.