Better Teaching®

Tips for Teachers Calendar

Secondary Edition

GCS Right Start
Induction and Success

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February 2007				**1** To keep your desk neat, put a photo in the place where you usually pile things.	**2** Do you have papers to grade during your planning period? Post a "Do Not Disturb" sign.	**3** "Don't ask, 'How smart is a child?' Ask, 'How is a child smart?'" —*Barbara Rountree*
4 Meet friends for coffee today.	**5** Respect can be contagious. Treat students with respect and you'll get it back.	**6** Check with parents. Are all email addresses and daytime phone numbers current?	**7** When your district is choosing new textbooks, get involved so you will have a say.	**8** Encourage students to enter writing contests. Seeing their work in print is great motivation.	**9** Start a teachers' book club. Read books about education and share thoughts.	**10** Take time to clean off your home computer. Then back up your files.
11 Read a non-fiction book on a subject you enjoy. Or check out a new website.	**12** In a difficult unit, ask students, "What's the most confusing part?" Then reteach it.	**13** Email is great for telling parents good things, but not for bringing up problems.	**14** To be a successful teacher, love learning, love kids, love teaching.	**15** Give fair grades for group work. Ask students to keep logs of what they have contributed.	**16** Ask yourself, "What did I accomplish this week? What can I learn from my mistakes?"	**17** Do a review of your teaching. Are you still motivated? Challenged? Growing?
18 In a tough situation, say, "This is an opportunity to … ," not, "I can't take this."	**19** Vary your work schedule this week. If you usually stay late, come early instead.	**20** Keep your principal aware of what's going on in your class.	**21** Sometimes just using a student's name can stop misbehavior.	**22** Put homework answers on a transparency so that students can check as they walk in.	**23** Take 15 minutes to clear off your desk. On Monday, you'll be glad you did.	**24** Browse in a bookstore today. Look for a magazine on a subject of interest.
25 Print a copy of your family's schedule for the week. Post it in a prominent place.	**26** Treat your sub to lunch. Leave a few dollars in your sub folder.	**27** Before you call a parent, collect the documents and notes you'll need.	**28** "Teachers are people who … never get thanks until it is too late." —*Max Forman*			

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