Instructional Leadership
Daily Practice Log

10 14 2008

Name: ____________________________

School ____________________________

Was this a typical day?

☐ Yes
☐ No  If No, Please explain: ____________________________

Approximately how many interactions did you have today that were related to mathematics or curriculum & instruction?

________

Did you complete the interaction chart throughout the day?

☐ Yes
☐ No
Please estimate what percentage of your day was spent on the following tasks? (i.e. 15%)

School / Department/ Grade Administrative Duties
i.e. Managing budgets, resources, personnel, schedules, facilities, students and school improvement.

Curriculum & Instructional Leadership Duties
i.e. Observing students or teachers; reviewing lesson plans, student work, curricula, test data; discussing teaching practice, curricula, professional development, assessment.

Classroom Teaching Duties
i.e. Duties associated with classroom teaching. i.e. preparing lesson plans or classroom materials, grading student work.

Non-Teaching Duties
i.e. Activities not directly tied to teaching i.e. collecting money or permission forms, supervising playground or lunchroom.

Other

Sum of percentages should not exceed 100.
During the following time periods, did you try to influence a colleague(s)' knowledge, practice, or motivation related to mathematics or curriculum & instruction

OR

Did a colleague(s) or resource influence your knowledge, practice, or motivation related to mathematics or curriculum & instruction?

Select yes or no for each time period.

When you select yes, you will be prompted to describe this interaction. When you are finished with all time periods, please click on the button below to submit your answers.

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Yes</th>
<th>No</th>
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</thead>
<tbody>
<tr>
<td>7:00 - 7:59 am</td>
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<tr>
<td>8:00 - 8:59 am</td>
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<td>4:00 - 4:59 pm</td>
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</tbody>
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I have completed all the time periods.
Thank you for completing this Daily Practice Log. Please click "Send" when you are done.

SEND

Please be patient while waiting for the data to be sent. A confirmation message will indicate when the data has been successfully sent.