



Suggestions to Manage Your Time During Work to Contract

- Plan with your team
- Fewer newsletters
- No daily behavior logs
- No before or after school events outside of the contract requirements
- No voluntary meetings during the day
- No homework or less homework
- Students self-grade more assignments
- Check for completeness not accuracy on more assignments
- Minimal comments on report cards
- No unpaid PD outside the school day
- Fewer classroom celebrations
- Drop late pick-ups in the office

**When you can't get in all done. Ask your administrators to prioritize.
You can use the template in the toolkit (Work to the Contract Tools).**