Running Roster

A Running Roster is a way of monitoring students' understanding by documenting the level of mastery on a particular skill, strategy, or behavior. A running roster is simply a list of students in the class with space to write notes for each student. This tracking tool is useful because it keeps student data organized in a way that can be easily analyzed. A teacher can use a running roster to quickly check which students have mastered the content and which students need additional support. Running rosters are an efficient way for teachers to differentiate because they conveniently have the information they need to make strategic decisions about future instruction. If used continuously throughout the school year, a running roster is a powerful tool that can show progress and growth over time.

☐ Identify the skill, strategy, or behavior to be monitored.

☐ Choose an appropriate documentation tool to record observations, such as a checklist or written notes. The tool chosen should include names of all students in the class (or of a targeted small group).

☐ Explain to students the purpose of the notes being taken.

☐ Check students' understanding/behaviors and record responses/data.

☐ Analyze data and adjust lesson/lesson plans to follow up on student misunderstandings.

☐ Create additional checkpoints throughout the year to monitor progress on specific skills, strategies, or behaviors.

Additional Tools

Sticker Chart

A chart table can be used to track individual or class attendance and/or completion of tasks.

Rubric

A rubric is a tool that describes a list of specific criteria to measure student progress and mastery for specific skills and behaviors.

For more strategies and/or resources, visit
houstonisd.org/EffectivePractices

QUICK TIPS

Try using running rosters for tracking social and behavioral skills as well as academic skills (i.e., participation in group activities, using manners in the cafeteria, or days a student forgets to wear his/her uniform).

During reading lessons, teachers can track data about a student's comprehension level, fluency rate, and High Frequency Word