

Montessori Records Xpress

Information to Bring to Training Session

Teachers/Assistants

1. First name
2. Last name
3. School name to appear on reports
4. Teacher name to appear on all reports

Students

1. First name
2. Last name
3. Gender
4. Years in Montessori– Toddler *
5. Years in Montessori– Early Education*
6. Years in Montessori– 6-9 *
7. Years in Montessori– 9-12 *
8. Allergies *
9. Birth date *
10. Parent email addresses *

Works (Lessons)

Bring a list of the works/lessons you present in your classroom. This may be in the form of album binders or manual binders. If your album pages are already in a digital format (Microsoft Word or Adobe Acrobat), bring them, too.

School Calendar

Bring a copy of your current or upcoming year's school calendar that includes holidays and parent/teacher conference dates.

* Optional

