

# Classroom Management Plan

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## Statement of Purpose

An effective classroom management plan can be the difference between a good teacher and a great teacher. An effective classroom management plan will help create an environment of learning, assist in smooth transitions, and keep students aware of expectations of behavior and class work. All aspects of a classroom must be considered in an effective classroom management plan.

## Classroom Rules

*Rule 1:* Paying attention--students need to listen and look in order to learn. This ranges from listening to directions to focusing on in class exercises and watching videos.

*Rule 2:* Staying on task--students who focus on work without interruptions or distractions generally have a better chance to produce quality results.

*Rule 3:* Respecting others--students are expected to value the work and views of others. In other words, everyone is entitled to their opinion when using socially acceptable language. Inappropriate language and talk will never be tolerated.

*Rule 4:* No gum, soda, or candy in class--cough drops are allowed.

## Classroom Procedures

### *Procedure 1: Homework Assignments*

- Assignments will be turned into the box marked by the class and hour on the day specified on the assignment.
- All assignments turned in on time will be returned to the student two days before the unit exam.
- All late work will have a deduction of 10% per day late as indicated by the due date on the assignment. No penalty will be issued for an excused absence.
- Extra copies of all assignments will be kept in a folder within the box marked by the class and the hour.

*Procedure 2: Start and Closure of Class*

- Students will take their seats upon entering the room.
- Students will stop talking once the bell starting class has rung so we can all start class.
- Students will remain in their seats until the final bell rings for release from class.

*Procedure 3: Participating in Discussion*

- Students will raise their hand if they wish to participate in a discussion.
- Students will wait to participate until they are called on.
- Students will be allowed to participate in discussion as long as school appropriate language is used.

**Positive Consequences**

Free and frequent	Intermittent	Strong and long-term
<ul style="list-style-type: none"><li>• Correctly following classroom rules will be verbally praised.</li><li>• Classes who follow the classroom procedures will get more work time due to the time saved by the Classroom Procedures</li><li>• Classes who actively participate in the material will be rewarded with more work time.</li></ul>	<ul style="list-style-type: none"><li>• Positive call home for individual improvement or success.</li></ul>	<ul style="list-style-type: none"><li>• Classes who actively participate and follow Classroom Rules and Classroom Procedures will be rewarded with a current events game, or movie day.</li><li>• High achieving classes will be rewarded with an alternative mode of instruction or assessment.</li></ul>

**Negative Consequences--Three Strikes System**

*Level 1:* Strike one--one warning/semester

*Level 2:* Strike two--meeting with teacher after class/school

*Level 3:* Strike three--being removed from class for the day

## Crisis Plan

- 1: Send class to predestinated teacher.
- 2: Take appropriate action to deal with crisis. Example assist student with crisis to the office.
- 3: Assist student in a positive and reassuring way.
- 4: Bring students back to class after crisis has been controlled.
- 5: Calm the class in a positive and reassuring way.
- 6: Call to parents if deemed necessary by the nature of the crisis.

<b>Action Plan: Develop</b>		
<b>What?</b>	<b>How?</b>	<b>When?</b>
Providing a substitute teacher folder	<ul style="list-style-type: none"> <li>• Create a folder with all necessary information to teach for the day, set of classroom rules and expectations, and crisis plan.</li> </ul>	Before school
Post rules and procedures	<ul style="list-style-type: none"> <li>• Posters will be in a visible and easy to reference location. Rules and Procedures will be taught at the beginning of the year and reinforced as needed.</li> </ul>	Start of school year
Student Behavior Data Base	<ul style="list-style-type: none"> <li>• Excel spread sheet where positive and negative behaviors will be recorded from notes on the day.</li> </ul>	Start of school year
<b>Action Plan: Teach</b>		
<b>What?</b>	<b>How?</b>	<b>When?</b>
Create student handout version of classroom	<ul style="list-style-type: none"> <li>• Word processed</li> </ul>	Start of school year

management plan		
Teaching classroom management plan	<ul style="list-style-type: none"> <li>• Activities guiding students through procedures and rules</li> </ul>	First week of school
Students and Parents sign student version of classroom management plan	<ul style="list-style-type: none"> <li>• Word processed</li> </ul>	Second week of school
<b>Action Plan: Share</b>		
What?	How?	When?
Student version of plan always available	<ul style="list-style-type: none"> <li>• Handout located with extra homework in box designated by class and hour.</li> </ul>	Start of school year
Substitute teacher version	<ul style="list-style-type: none"> <li>• Overview of rules located in Substitute teacher folder</li> </ul>	Start of school year

**Action Plan: Review**

What?	How?	When?
Classroom procedures	<ul style="list-style-type: none"> <li>• Review procedures verbally or through activities and scenarios if necessary</li> </ul>	Every quarter or as needed
Classroom rules	<ul style="list-style-type: none"> <li>• Review rules verbally or through activities and scenarios if necessary</li> </ul>	Every quarter or as needed
Change in classroom	<ul style="list-style-type: none"> <li>• Introduce change verbally or through an</li> </ul>	As needed

management plan	activity if necessary	
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