

Finalizing Your Classroom Management Plan

CLASSROOM MANAGEMENT MINI-INSERVICE

Objectives

1. To encourage reflection on strengths of your current management plan.
2. To learn ideas from colleagues about their strengths.
3. To “brag” a bit about our great colleagues.

Reflection (2 minutes)

Following is a list of topics from the CHAMPS Classroom Management and Discipline Plan. Identify one that you believe to be a major strength in your plan and make some notes about your methods with regard to that topic. Prepare to report about this strength—what you have developed or what you do with students.

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| ▶ Guidelines for Success | ▶ Dealing with students who come to class without necessary materials |
| ▶ Posted rules | ▶ Dealing with students returning after an absence |
| ▶ Attention signal | ▶ Wrapping up at end of day/class |
| ▶ Expectations for classroom activities and transitions | ▶ Dismissal |
| ▶ Encouragement procedures | ▶ Procedures for managing student work |
| ▶ Correction procedures for misbehavior | ▶ Assigning classwork and homework |
| ▶ Beginning and ending routines | ▶ Collecting completed work |
| ▶ How students enter the room | ▶ Keeping records and providing feedback to students |
| ▶ How students are instructionally engaged while attendance is taken; how opening business is conducted | ▶ Dealing with late/missing assignments |
| ▶ Dealing with tardy students | ▶ Procedures for managing independent work periods |

Small-group exchange (5 minutes)

Divide into groups of six to eight staff members, most of whom you do not work with regularly. Each person will briefly summarize his or her procedure or idea.

Optional large-group report (3 minutes)

If you learned a great idea from a colleague or are planning to visit a colleague’s classroom, let the whole group know this. (For example, “Brad has incorporated his CHAMPS expectations into his first literature theme and has a bulletin board in the room that he said I could come and see after this meeting.”)

Reminder: Coaches are available within the building to serve as a sounding board, conduct demo lessons, help with data collection, observe, and provide collaborative, nonevaluative feedback.