Classroom Management Plan

I would like for your management plan to take on a scrapbook type of appeal. Please remember to be thoughtful and creative in designing your plan. You may use a binder, scrapbook or whatever you feel will express who you are as a teacher. Your classroom management plan should include the following:

- **Info about yourself** – Please include a professional photo of yourself or a picture of you at one of your observation sites.

- **Rules/Expectations** – Identify 5 or less positively stated enforceable rules/expectations for your class.

- **Procedures** – Identify 5 procedures that students will engage in on a regular basis in your class and provide steps and details for each procedure. (ex. Restroom, submitting homework, sharpening pencils, etc.)

- **Schedule** – Provide a sample class schedule that includes lunch, recess if applicable, and any ancillary periods for your students – What might your class schedule look like? Please provide grade level.

- **Rewards for Adhering to the Rules and Procedures**
  - Identify the positive consequences of following rules and procedures. Decide if students will be publicly or privately recognized. If you choose to use a reward system, specify in detail the behaviors you will target.

- **Consequences of Failure to Adhere to the Rules and Procedures**
  - Identify the steps you will take when addressing noncompliance by a student. How will you record and report infractions? What is the consequence for the 1st infraction, 2nd infraction, etc.? Procedures should be detailed for corrective actions up to and including office referral and classroom removal. Identify your plan of action for serious infractions such as fighting or vandalism.

- **Parent Communication (parent letter and newsletter)**
  - **Part I** - Include a sample letter to parents introducing yourself and welcoming students and parents to a new school year. Please include the following (must be a minimum of three typed paragraphs):
    - Opening statement
    - Educational experiences and any personal facts you wish to share
- Philosophy of education
- Goals for the students you plan to teach
- Open communication with parents – contact information in case parents need to contact you.
- Discipline policy
- Information regarding grading policy
- Etc.

**Part II - Class Newsletter**
- Create a sample class newsletter that you will use to communicate with parents weekly or monthly. Creativity is a plus. Items you may consider including are:
  - Class theme
  - Contact information
  - Announcement of upcoming events
  - Invitations to class activities or open houses
  - Reminders
  - Lists of items parents could collect or save for class projects
  - Items needed in class (tissue, wet ones, paper towels, etc.)
  - Thank-you notes to families who help out
  - Descriptions of study units and suggestions for parents to supplement units at home
  - Library schedule
  - Explanations of grading policies, standardized testing, and other means for assessing and evaluating performance
  - Explanations of behavior standards and consequences for misbehavior
  - Highlights of community resources such as a museum exhibit, play, concert, or television show
  - Children's writing and artwork
  - News about classroom pets, trips, celebrations
  - Star student of the month or the Big Cheese for the Week!

**Evaluation Plan**
- How will you determine whether or not your classroom management plan is working? What information (data) or observation (objective/subjective) will you rely on to change or continue your plan? How frequently will you collect the information or reflect?
• **Management Strategies and Techniques**
  o Include 5 techniques or strategies you learned during the semester that you would use in your classroom and your rationale for selecting these techniques.

• **Miscellaneous Teacher Tidbits**
  o Information you received during the semester that will assist you in becoming an effective teacher (handouts, notes, info received from presenters, teachers, field trip, School, etc.)

• **Final Thoughts on Classroom Management**
  o Now that you have completed EDCI 4460 what is your perspective on classroom management?
  o What will you need to do in order to be successful in the classroom?
  o How will you begin preparing for your classroom?
  o What are you excited about?
  o What are your fears and concerns?
  o Additional comments you would like to share