

Classroom Management Plan

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The First Five Days

On the first day of school I will begin by setting high expectations for my students. Additionally, I will introduce and teach the procedures that will most affect my students every day. Seating, bell work, and bathroom breaks are among those procedures. This first day, as students come in, I will be at the door greeting them. I will direct them to pick up a syllabus, a “get to know you” sheet (Appendix I) and draw a science themed object from a bucket. They will then sit at a pod that corresponds to that science themed object. Ideally, there will be pods of fours set up throughout the room (Appendix II and III). These will be the students’ seats and lab partners for our first unit. At the front of the classroom, I will have the day’s agenda written clearly for each class period. This first day, I will direct the students’ attention to the agenda in order for them to understand what we will be doing in class and start the bell work I have assigned. The first bell work on the board will be the “get to know you” sheet. After the bell rings, I will verbally explain what the daily work will typically look like. Every day will be a little different, but essentially there will always be a question that the students need to answer or an activity to engage in after the bell rings. On a typical day, the answers I receive will be used to assess previous knowledge of a new topic or as a small formative assessment before moving on to new material. I will use the “My Favorite No” technique to assess my students on content (Appendix IV). Some days, like the first day, however, there will be activities that encourage students to get to know each other and build a team environment. Lastly, we will talk about the bathroom break policy. In order to encourage students to grow in maturity and responsibility, there will be no bathroom passes and they do not need to ask me for permission to use the

restroom. Instead we will talk about appropriate and inappropriate times to use the restroom during class (Donohue, 2019). I will have a clipboard and attached pencil at the door for students to sign in and out, with the date and time, when they decide the need to go. This policy will continually be reevaluated to make sure students are handling this procedure responsibly.

On the second day of school we will address student attitude and our class beliefs. I will introduce the values of respect, responsibility, and curiosity. I will ask and guide my students in creating their own classroom contract based on these three words. What will it look like for my students to practically be respectful, responsible, and curious in the classroom? This will vary based on the students in my classes. Ultimately I hope to instill in students that respect for others includes being kind to each other and to ourselves, responsibility means that we grow in maturity and take care of what has been entrusted to us (homework, tests, equipment), and that curiosity means we can always ask questions because we are always learning. Our policy of respect will also include both speech and actions meaning that swearing and crude/negative humor are not tolerated.

The third day of school we will go over homework and test policies. My class will use lab notebooks for the majority of their assessments. Lab notebooks will also provide a way for my students to be highly engaged in the content. Students will be able to cut and paste lessons, write down notes, questions, and observations and draw or copy important diagrams. Students will have the choice to either keep their notebook in the class's notebook cubby or in their lockers, backpacks, or at home. Students are expected to always have their lab notebook for class. There will be mandatory notebook checks once a week which will be graded. Students who turn in late work will be penalized with a 5% grade reduction each day it is late. In line with my teaching

philosophy of humanism, I will emphasize that it is more important that students try and ask questions when they are struggling with their work and get an extension on their homework rather than turn it incomplete.

The fourth day of class we will discuss lab safety. This will be a very important day for instruction because if procedures are not followed correctly our learning environment will no longer be safe. I will have a contract for students to sign and bring home for their parents or guardians to sign in order for them to understand the importance of lab safety. I will also assign material students must know for basic lab procedure. Students will be assessed on this knowledge with a simple quiz in order for them to be prepared to work in labs. This quiz will be given next week. The fifth day of class will ultimately be a day for me to assess overall how the procedures are working. I will reinforce, explain and have a class discussion about any procedures as I see necessary.

Family Outreach

It will be important to have good communications and connections with the families of my students. I will be sending a letter home to the families on the first day of school that will have my contact information, my expectations for the year, classroom policies, and important dates (Appendix V). I will have a web page set-up for only parents/guardians to follow in order for me to communicate important information. On the last page of the parent letter, there will be a place for both the parent/guardian and student to sign and write any questions they have. This page will be due by the end of the week to ensure that every family has seen my classroom information.

Alternative Classroom Management Philosophies

In light of the Love and Logic's and humanism's influence in my classroom management philosophy, I will be open to letting situations be handled differently based on circumstances. For example, the bathroom policy will be subject to change based on the maturity of the students. Other more difficult situations, such as behaviour issues, will be handled by individual cases. Some guidelines that I will always follow will be to approach difficult situations with patience and firmness. I will hear the student's side of the story and work with them to decide with them what kind of consequence they should receive.

Conclusion

To effectively integrate my classroom management plan into my future classroom will take a lot of hard work, time and experience. Through focussing on Marzano's theory of a highly engaged class, Love and Logic's emphasis of choice, humanism, and class values, and Wong's theory of well organized procedures, I will have the tools necessary to manage my class well.

Appendix I. Student “Get to Know You” Handout for the first day of class

Name:

Hour:

What do you want to do when you grow up?

What are some of your favorite hobbies?

What is your favorite subject in school?

On a scale of 1-5 how much do you like science and why?
1 being “not at all” 5 being “love it!”

What are the easiest and hardest parts of school for you?

How do you learn best?

Is there anything I should know as your teacher to help you learn this year?

Appendix II. Classroom seating template**Appendix III.** Science objects that will designate seating arrangement for the first unit.

Table 1- Plants

Table 2- Animals

Table 3- Rocks

Table 4- Shells

Table 5- Molecule Models

Appendix IV. “My Favorite No” Technique for Bell Work

<https://www.teachingchannel.org/video/class-warm-up-routine>

Appendix V. Letter to families template- subject to change based on school setting.

Dear Students and Families,

Hello and welcome to 7th grade Life Science! My name is Ms. Jents and I am excited to get to know you this academic year! This year we have a lot of fun activities planned and important things to learn. My hope is for each student is that they gain the skills they need to think critically about the world around them, work as an effective team member, and transition smoothly from their previous elementary school to this middle school. My role as teacher will be to facilitate this learning and walk alongside each student as they grow this year.

Some important things you should know about my classroom:

- 1) Homework/ Grading Policy: I expect homework to be turned in on time and completed. Every day the assignment is late, the total score will be reduced by 5%.
- 2) Tests: Tests will be worth 30% of your overall grade. If you know you will be gone from school on a test day, please let me know beforehand and we can find a make-up test date. If an unanticipated, excused absence occurs we will find a time to make up your test.
- 3) Important Dates:
 - Science Fair: October 16th
 - Final Test: December 17th
- 4) My Contact Information:
 - Phone Number: 651-462-0237
 - Email: mbjents1@umary.edu

Again, I am so excited to get to know you all as the school year progresses. Please do not hesitate to contact me with any questions or concerns that you have.

All the best,

Ms. Jents

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