

Classroom Management

New Teacher Induction Program
Jefferson County Schools

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In this workshop we will
reference these texts:

- ***The First Days of School***
- ***Learning the Ropes***, Jefferson
County School's New Teacher
Induction Program





Manage vs. Discipline

- Effective teacher **MANAGE** their classrooms.
- Ineffective teachers **DISCIPLINE** their classrooms.

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What is classroom management?

- Classroom management is all the things a teacher does to **organize** students, space, time, materials, so that student learning can take place.
- The most important thing a teacher can provide in the classroom during the first week of school is **consistency**.



What is classroom management?

Classroom management:

- Fosters student involvement and cooperation in all classroom activities
- Establishes a productive working environment.



A Well-Managed Classroom is like a well-managed department store:

- **The Store:** Its layout, organization, and cleanliness
- **The Merchandise:** Its display, accessibility, and availability
- **The Help:** their management, efficiency, knowledge, and friendliness



Too many teachers do not teach.

- They do activities.
- When problems arise, they discipline.

Many classrooms are unmanaged.
As a result, little is accomplished in them.



Steps To A Well-Managed Classroom

- Students are deeply involved with their work, especially with academic, teacher-led instruction.
- Student know what is expected of them and are generally successful.
- There is relatively little wasted time, confusion, or disruption.
- The climate of the classroom is work-oriented but relaxed and pleasant.

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Why Effective Teachers Have A Minimum of Problems

- Effective teachers have a minimum of student misbehavior problems to handle.
- The ineffective teacher is constantly fighting misbehavior problems.



Half of Your Effectiveness Is Determined Before You Leave Home

- The amount of work you will accomplish will be determined before you even leave work.
- Half of what you will accomplish will be determined before you even leave home.
- Three-quarters of what you will accomplish in a day will be determined before you enter the school door.



Preparation

- You need to prepare yourself, both academically and attitudinally, before you leave home and as you travel to school.
- You increase the chance of student success and decrease the chance of student disruptions if the materials, classroom climate, and teacher are ready before the students arrive.



Preparation

- Prepare the Work Area
- Prepare the Student Area
- Prepare the Wall Space
- Prepare the Bookcases
- Prepare the Teacher Area
- Prepare the Teaching Materials
- Prepare Yourself

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Before the First Day

Tip:

- Explore the variety of resources available at **Back2School** website (<http://jc-schools.net/back2school>) and at Education World (http://www.education-world.com/tools_templates/index.shtml#backToSchool).
- **Prepare bulletin-board areas for display**
 - announcements
 - calendar and current events
 - different subjects
 - student work

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Before the First Day

Prepare your classroom

- plan the first day in detail
- duplicate materials needed for the first few days
- prepare an outline for the first week
- prepare the classroom arrangements and seating plan
- make signs for the room

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Before the First Day

Prepare your classroom

- put your name outside the classroom door with a class list
- prepare class list and post copy
- make a checklist for forms that need to be returned
- organize your daily plan book to include learning outcomes
- plan a textbook-distribution record
- set up learning centers
- locate the emergency kit for your classroom

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Before the First Day

Find out about your students

- find out which students are receiving special help
- mail a postcard to parents before school begins
- prepare an inventory to find out student interests
- review your resources to meet individual needs
- meet a counselor to discuss students with individual or modified learning plans
- prepare activities to find out different students interests
- check out your resources to meet individual needs

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Before the First Day

Assemble materials

- classroom supplies
- attendance materials
- textbooks and accompanying materials
- supplementary teaching materials
- appropriate books for reading or reference

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Planning

Tip: On the first day of school, have an assignment on the board for upper grade level students .

- Get acquainted with the physical layout of your school.
- Familiarize yourself with school/school board policies and handbooks (http://policy.tsba.net/TOP/JeffersonCo_Online/all.htm).
- Systematically prepare short- and long-term objectives.
- Share information and resources with other staff members.
- Become familiar with your curriculum (<http://jc-schools.net/curr/index.htm>) and the TPIs or the TN performance indicators (<http://jc-schools.net/curr/TNperformance.html>).

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Long-Term Planning

- To carry out your teaching responsibilities, you will need to do long-term planning, following the guidelines established by the:
- state curriculum standards (<http://www.state.tn.us/education/ci/standards/index.html>)
- BluePrint for Learning (<http://jc-schools.net/curr/blueprint.html>)
- TN performance indicators (<http://jc-schools.net/curr/TNperformance.html>).

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Long-Term Planning

Your long-term planning should include:

- the objectives and learning outcomes for the course
- the strategies you will use to reach those objectives
- the overall strategies for including learning outcomes
- the time to be allocated
- assessment and evaluation strategies to evaluate student progress
- what resources you will need

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Room Arrangement Handout

- Lecture
- Small Group
- Large Group
- Partner
- Interaction



It Works So Well, It's Scary

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Constitutional Minute



Introducing Rules & Consequences

Rules

- Universal Specific Rules
- Specific Rules for Elementary
- Specific Rules for High School
- Specific Rules for Playground
- Specific Rules for Cafeteria

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Introducing Rules

Introduce rules on the 1st day.

You should only have 5 rules:

- You have carefully planned for what you want to accomplish.
- You have written the rules to help you accomplish those goals.
- You have posted the rules, along with the consequences and rewards.
- You have welcomed the class introduced yourself and taken care of administrative duties.

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Rules must have consequences.

Two kinds of consequences:

- Positive consequences with rewards
- Negative consequences with penalties

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If you choose to break a rule:

FIRST TIME: Name on board. Warning

THIRD TIME: Name on board. Warning

FIFTH TIME: Name on board. Warning

FIFTH TIME: Name on board. Warning

SEVERE DISRUPTION: Student sent immediately to the office.

Names and checks erased every Thursday afternoon.



Not even a warning!

Daily Behavior Report



Teaching Procedures

- Page 27 Handbook (chapter 17 Wong)
- Page 18-21 Handbook



The effective and ineffective Teacher

- Page 165 Wong
- Pages 15-17 Handbook

Before You Leave Home

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Checklist “Before You Begin the Lesson”

- Handout

Closure: Discipline Policy