**(1) Classroom Procedures**

Daily objective and assignments are posted on front white board. Plans for the week are posted on cabinet doors.

All work is placed in bins, organized by class and date. (for easy pickup when absent). All work is also on google classroom, updated daily. This is pointed out and modeled daily for the first week.

All work is submitted to baskets, labeled by period. This pointed out and modeled each time work is to be collected.

I personally hand work back, so I can explain or praise achievement.

Students begin work on warm-up as soon as they enter the room. This is modeled and practiced daily for first week.

I wait until students are quiet and looking at me before giving instructions. I move to the vicinity of students if they are not paying attention.

Students sit with their lab partner and perform labs at lab station that is numbered same as their table.

Students wash hands with soap and water at end of each class period, while I spray tables with disinfectant.

**(2) 3 Simple Classroom Rules**

Be on time.

Be prepared.

Be respectful.

**(3) Classroom Discipline Plan**

**Proactive steps:**

1. Get to know students with questionnaire
2. Target specific students daily with personal conversation/genuine connection; track this
3. Circulate room
4. Clear directions; model work
5. Wait until students are attentive
6. Offer choices
7. Specific praise
8. Positive phone calls home to parents; positive notes to students
9. Use Transfer of Students Information Form and/or ask other teachers about students

**If more is needed:**

***Address-***

Step 1: redirect/correct student

Step 2: close proximity to student

***Remedy-***

Step 3: talk to student privately; can they correct behavior? How? How can I help? Thank you for your maturity and thank you for trying.

***Restore-***

Step 4: notice and praise new behavior

**If proactive steps and A2R does not work:**

Step 5: teacher detention; call parent

Step 6: building detention

Step 7: office referral

**(4) Classroom Teacher:**

Everyone has a unique journey:

* Student questionnaire to get to know their personal likes/dislikes; study habits; family.
* Scientists’ stories/Growth mindset activity
* Describe the person you want to be.
* What advice would you give a friend?

Everyone has potential:

* Offer choices of assignments/projects.
* Specific praise on work/achievement/attempt/collaboration
* Every student speaks every day

Relationships make a difference:

* Greet each student by name at door.
* Learn names by end of 2nd week.
* Positive phone calls home.
* Positive notes to students
* Attend extracurricular activities.
* Approach with “How can I help?”

**(5) Golden Concepts**

I need to improve on:

* Build relationships
* With every “relational bridge” that is harmed, circle back to repair it.
* Have more one-on-one interactions
* Treat every day as a new day, a new start, a new opportunity
* Don’t take things personally; teenagers (all people) make mistakes
* Smile, laugh, have fun, enjoy the kids