

CLASSROOM MANAGEMENT PLAN
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ALGEBRA

MANAGING THE CLASSROOM ENVIRONMENT

I. BEHAVIOR STANDARDS

The classroom is a workplace, a learning environment that requires a business-like atmosphere. The goal is to create a place and atmosphere where you, your fellow students, and I can work and learn together. Every individual student shares in the responsibility for maintaining a climate where everyone's work and efforts are respected, supported, and encouraged, and where everyone respects the need to concentrate in order to create quality work and meet high standards.

As students in our learning community, you are expected to:

1. *Help create a courteous, cooperative atmosphere where everyone can concentrate on his/her work.*
2. *Take responsibility in making decisions regarding your work.*
3. *Keep your mind focused on your work and work hard at all times.*
4. *Be polite, courteous, and considerate of one another and one another's space at all times.*
5. *Support, encourage, and assist your fellow students in their learning.*
6. *Come to class on time every day and be prepared to participate actively.*
7. *Use behavior and language at all times that is appropriate to school.*
8. *Talk in a respectful, conversational tone and listen courteously when other students are talking or when the teacher is addressing the class or asking questions.*
9. *Respect the speaker, whether it is the teacher, another staff member, or another student. Do not talk while another person is addressing the class.*
10. *Do everything possible to ensure that classroom furniture, equipment, and materials are properly conserved and cared for, displaying good stewardship.*
11. *Do not eat in the classroom. Drink only bottled water.*
12. *Turn off your electronic devices before coming to class and put them in your book bag.*
13. *Comply with VHS dress code policy.*
14. *Comply with all district and school expectations and regulations.*

II. CLASS PROCEDURES

While every day can vary slightly in terms of agenda, the following is a summary of some of the procedures this class will routinely follow:

1. What do I do when I enter the room?

Before the tardy bell rings...

- Have your notebook, chromebook, pencil, paper and calculator on your desk.
- All electronic devices must be turned off and placed in your bookbag. Cell Phones may **not** be used during class.
- Check that you are in dress code; shirt tucked in, belt on, shorts at least finger-tip length and closed toe shoes.
- Place your book bag at the back of the class.

When the tardy bell rings...

- You need to be in your seat and working on the bell ringer. Every class will begin with a bell ringer. As soon as the bell rings to signal the start of class, look to the board at the front of the room for any written instructions to begin your work. Bell ringers will count for 10 points in every class period.

2. What do I do if I am tardy?

If you arrive tardy to school after the first period bell rings, you need to report to the front office for an admit slip. If you are more than a minute late, you will be categorized as being somewhere in the building without permission or be documented for a class cut. If you arrive to class one second after the bell rings to signal the start of class, you are considered tardy. The following is a breakdown of how tardies will be handled:

How many tardies can I have?

- | | |
|-----------------------------------------------------------------------|-----------------------------------------------|
| 1. On every unexcused tardy | Zero on bell ringer (out of 10 points) |
| 2. On the third tardy | Parent contacted |
| 3. On your fourth and subsequent unexcused tardy in a semester | Detention & Parent Contact |
| 4. On your tenth and subsequent unexcused tardy in a semester. | Referral |

3. How is work graded?

- The majority of your work will be from MathXL and will be mainly for mastery.
- Homework may comprise of completing an assignment or short questions.
- Completed work is due at the end of the lesson or next day.
- Late work will be accepted but will incur a penalty of 5% for each day late.

4. What do I do if I am absent?

- Whether the absence is excused or unexcused, you can make up assignments and tests.
- It is **your responsibility** to make up any missing assignments within three (3) days of your return to school.
- **Make-up work**, on the top right hand corner of your paper, write your name, subject, class period, and the **date** of when you were absent.
- If you are absent due to an out-of-school suspension, you need to submit work that was due on your day(s) of OSS or work that was assigned on your day(s) of OSS on the day of your return. You will receive full credit for this work if submitted when you return.

5. What if I am absent on the day of a quiz or test?

- Tests and quizzes need to be made up before or after school within 5 school days.
- An absence the day before a test **does not** excuse you from the day of the test.

6. What should I do if I don't understand content or need extra help?

- During class raise your hand and ask your question.
- Afterschool, I am available most days.
- NHS offer tutoring, you need to be specific with your questions.

7. What if I need to leave the classroom?

- Use your time between classes to use the water fountain or restroom. Bathroom passes are for emergencies.
- DO NOT ask to go to another teacher as refusal will disappoint.

8. What do I do before I leave the room at the end of class?

- Collect your book bag and return to your seat.
- Leave your workspace and surrounding area clean and tidy

III CONSEQUENCES

If you choose not to follow any of these behavior standards or class procedures, there will be consequences to accept for your own actions. Of course, severe behaviors will warrant a referral to administration immediately. Lower level disruptions or violations can be handled with detentions and/or parent contact. I reserve the right to use my discretion in choosing how to handle infractions when possible but will adhere to school policy and procedures when making these decisions.

SCHOOL WIDE VHS BEHAVIOR MANAGEMENT PLAN

VHS CLASSROOM BEHAVIOR PLAN: (Level 1 Infractions)

*Teachers in the classroom will incorporate the following Classroom Behavior Management Plan Steps: when students choose to disregard classroom/school rules, disrupt the learning environment, or any other **LEVEL 1 Infraction**, such as cell phones, headphones, dress code , food/gum/candy/beverage, inappropriate displays of affection, refusal to work, etc.*

INTERVENTION STEPS: Clarify this is not daily; this cumulative for semester

- 1. Private conference with the student - WARNING**
- 2. Private conference with the student - WARNING - next step will result in parent contact**
- 3. Parent Contact - warning that the next occurrence will result in an assigned after-school detention**
- 4. Parent contact and After-School Detention. Room 220 - 2:45-3:25**
****Detentions will not be rescheduled, unless a parent/guardian calls, provides written documentation, or if a student is absent on the day of detention. A missed detention will result in a Saturday School****
- 5. Parent contact and DISCIPLINE REFERRAL - see progression plan below.**

1. Referral	Documentation of referral on behavior record and After School Detention
2. Referral	Saturday School
3. Referral	ISS - In School Suspension
4. Referral	ISS - In School Suspension
5. Referral	Out of School Suspension (OSS) Behavior Contract & Parent meeting

Contact information

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