



Management Plan Checklist

Know – Teach – Reinforce – Enforce

Check	Management Plan Components
	Classroom rules • Rules for personal interaction are developed.
	Procedures/routines that are differentiated from rules. Decide how/when they will be taught, not just told. Some essential procedures for the effective or differentiated classroom are: • Entering the room • Getting student attention • Managing time • Calling on students • Assigning students to groups • Tracking student work in groups • Giving directions • Managing noise • Transitions • Collecting assignments • Ending class-way to leave the room; computers, etc.
	Physical layout Does your physical arrangement provide clear pathways and sightlines—you to them, them to work areas?
	Relationships In terms of student-teacher interaction, how will you get to know your students?
	Methods of reinforcement developed. How will you reinforce appropriate behavior? When?
	Consequences determined. How will you enforce your rules and procedures? Have you developed a sequence of consequences?
	Instructional Management How can you craft questions, activities, presentations, and lessons that engage the learner actively?