

Improvement Opportunity
Classroom Organization and Management

Outcome: Create and sustain an efficient and effective learning environment
(Basic: 1 group, 8 on-site days w/ available off-site support)

CONTENT

PROCESS

Overview and Pre-planning with Leadership and Facilitators

1 day with the leadership team and facilitators to outline content/process for a multi-year training process to build internal capacity within the organization, select a cross-functional internal training team (Group 1, <26), identify projects, establish method for celebrating and multiplying learning

Internal Team Training

Content:

5S for Organizing Classroom Space (purpose, process, barriers, benefits, implementation plan)

2 days to train internal training team, select 5S improvement projects, determine 5S teams, develop implementation and management plan, implement, follow-up, catalog learning

Development of 5S Implementation Plan (membership, shared agreements, shared responsibilities, role understanding, team effort, results measurement)

Planning and Teaching Rules and Procedures (process and guidelines for establishing and implementing rules, parameters): use of space, facilities, learning procedures, conduct

4 days to train internal training team, select classroom management improvement projects, develop implementation and management plan, provide implementation process support, catalog learning

Learning Activity Management (instructions, communication, routines, monitoring,)

Student Behavior Management (expectations, consequences, strategies)

Planning, Organizing, Conducting, Managing Instruction

Classroom Organization and Management Review and Evaluation

1 day to review implementation plan results and identify next improvement steps

