**Early Level Methods Block**

**Classroom Management Menu**

*Students*

**Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cooperating Teacher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*The student must highlight each completed activity; the cooperating teacher must initial each activity to indicate satisfactory performance.*

**Daily Procedures**

**(Complete a minimum of 2)**

\_\_\_\_\_ Take attendance

\_\_\_\_\_ Place lunch orders

\_\_\_\_\_ Make photocopies

\_\_\_\_\_ Maintain website

\_\_\_\_\_ Pick up mail

\_\_\_\_\_ Rearrange classroom

\_\_\_\_\_ Change jobs list

\_\_\_\_\_ Communicate with parents

\_\_\_\_\_ Attend class assembly

\_\_\_\_\_ Attend field trip

\_\_\_\_\_ Visit school nurse with student

\_\_\_\_\_ Maintain homework file

\_\_\_\_\_ Collect & tabulate permission slips

\_\_\_\_\_ Deliver class to another location

\_\_\_\_\_ Take notes to office

\_\_\_\_\_ Assist with bus/lunch/or recess duty

**Behavioral Management**

**(Complete a minimum of 2)**

\_\_\_\_\_Read discipline policy

\_\_\_\_\_Administer discipline

\_\_\_\_\_Offer class incentive for goal

\_\_\_\_\_Use attention getting strategy

\_\_\_\_\_Offer incentive for individuals

\_\_\_\_\_Implement individual behavior plan \_\_\_\_\_Alter seating arrangement

\_\_\_\_\_Monitor hallway rules

\_\_\_\_\_Review bathroom policy

\_\_\_\_\_Discuss behavior situation with

 cooperating teacher

\_\_\_\_\_Speak with teacher about mandatory

 reporter status

**Planning Activities**

**(Complete a minimum of 2)**

\_\_\_\_\_ Choose books for instruction

\_\_\_\_\_ Locate resources

\_\_\_\_\_ Gather supplies

\_\_\_\_\_ Prep for activity

\_\_\_\_\_ Fill in plan book/electronic planner

\_\_\_\_\_ Preview lesson with teacher

\_\_\_\_\_ Preview next week’s schedule

**Course-Related Extensions**

**(Complete a minimum of 2)**

\_\_\_\_\_ Plan content-based art project
\_\_\_\_\_ Plan content-based music project

\_\_\_\_\_ Lead creative writing lesson

\_\_\_\_\_ Direct movement-based lesson
\_\_\_\_\_ Guide outdoor education lesson \_\_\_\_\_ Create a take-home science

 activity

\_\_\_\_\_ Design a learning center that supports

 science process skills

\_\_\_\_\_ Teach a health based lesson

\_\_\_\_\_ Read aloud to students

\_\_\_\_\_ Guide Readers’ Theater

\_\_\_\_\_ Enhance cross-curricular teaching

**Assessment**

**(Complete a minimum of 2)**

\_\_\_\_\_ Pretest new content \_\_\_\_\_ Administer a running record

\_\_\_\_\_ Differentiate content for abilities \_\_\_\_\_Review a portfolio
\_\_\_\_\_ Administer post test \_\_\_\_\_Grade papers

\_\_\_\_\_ Create and score rubric \_\_\_\_\_Record grades

\_\_\_\_\_ Administer & grade test \_\_\_\_\_Tabulate grades for term

 \_\_\_\_\_ Create traditional test \_\_\_\_\_Prep for conferences

 \_\_\_\_\_ Confer with student \_\_\_\_\_ Attend parent-teacher conference

**Enrichment**

**(Complete a minimum of 2)**

\_\_\_\_\_Use SMART Board \_\_\_\_\_Create learning center

\_\_\_\_\_Use clickers or other technology \_\_\_\_\_Guide peer tutoring

\_\_\_\_\_Use graphic organizer \_\_\_\_\_Develop learning game

\_\_\_\_\_Teach study skills \_\_\_\_\_Lead “Think Pair Share”

\_\_\_\_\_Teach organizational skills \_\_\_\_\_Plan collaboratively with

\_\_\_\_\_Use jigsaw strategy educational specialist

\_\_\_\_\_Create hallway display \_\_\_\_\_Compose parent letter

\_\_\_\_\_Create interactive bulletin board or board displaying student work

**Additional Experiences**

 *Student teacher and cooperating teacher may list other relevant activities accomplished during field experience.*

**\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Comments:**