

## Classroom Management Action Plan Checklist

	What we need	What we have	What's Needed	Steps to Achieve This/ To-Do List	Persons Responsible	Follow- up Date	How will we know when we've been successful?
<b>Structure</b>  <i>BoQ #43 &amp; 44; CAT #1-4, 7, 16, 18</i>	Predictable Classroom Routines 1. Identified and posted for problematic activities/areas 2. Explicitly taught to students						
	Environment 1. Room arrangement minimizes crowding and distractions 2. Materials are organized and accessible 3. Teacher is able to supervise all areas						
	Behavioral expectations 1. 3-5 broad expectations aligned with school-wide expectations (if possible) 2. Positively stated 3. Publicly posted in the classroom						
	Rules & Routines 1. Rules are operationally defined for each expectation and posted in the classroom 2. Routines are identified and posted for problematic activities/areas 3. Rules and routines are explicitly taught to students a. Behavior described b. Examples/Non-Examples c. Students actively involved in lesson d. Check for understanding e. Practice in natural setting with prompts in environment						

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<b>Active Engagement</b> <small>CAT #9, 34, 37</small>	Opportunities to Respond 1. Individual 2. Unison (verbal, gestural, written, electronic) 3. Student-to-student						
	Praise 1. Behavior specific praise is used immediately 2. High ratio of positive statements to corrective statements (at least 4:1)						
<b>Acknowledging Appropriate Behavior</b> <small>BOQ #45 &amp; 46; CAT #20-25</small>	Recognition/Reward System 1. Implemented consistently 2. Students are aware of specific criteria to earn reinforcers 3. Earned rewards are never taken away 4. Reinforcers are age- appropriate and accessible to all students						
<b>Responding to Inappropriate Behavior</b> <small>BOQ #47 &amp; 48; CAT #26-28</small>	Range of Consequences 1. Discipline flowchart specifies classroom- vs. office-managed behaviors 2. Consequences match severity of behavior 3. Consequences are delivered consistently, respectfully, and in a timely manner 4. Students have opportunities to learn/practice more acceptable behaviors						