

**UNIVERSITY OF ARKANSAS at MONTICELLO
SCHOOL OF EDUCATION
COURSE SYLLABUS
CLASSROOM MANAGEMENT**

Course Title: EDUC 3573-01 CLASSROOM MGMT

Class Hours:

Credit Hours:

Instructor:

Office Hours:

Office:

Phone:

E-Mail

PREREQUISITE

Admission to Teacher Education Program

REQUIRED TEXTS

Win-Win Discipline, Spencer Kagan, Patricia Kyle, Sally Scott.
ISBN # 978-1-879097-81-0

Three Ring Binder with 14 dividers

UAM TECHNICAL SUPPORT INFORMATION

- Issues with usernames, passwords, or UAM Email:
 - **Help Desk** at helpdesk@uamont.edu or phone 870-460-1036. Open Monday-Friday, 8 a.m.-4:30 p.m.
- Issues with BLACKBOARD:
 - **Help Desk** at blackboard@uamont.edu or phone 870-460-1286

Fall and Spring

Sunday	2:00PM - 10:00PM
Monday - Thursday	8:00AM - 10:00PM
Friday	8:00AM - 4:30PM
Saturday	1:00PM - 4:00PM

Summer

Sunday	Closed
Monday - Friday	8:00AM - 4:30PM
Saturday	Closed

MINIMUM TECHNOLOGY REQUIREMENTS for Blackboard

Online Instruction

Access to a working computer with Internet capability. Operating System: Windows 2000, XP, Vista or Macintosh OS X

- Hardware: 256 MB of RAM, 1GB free hard disk space
- Microsoft Office 2007 recommended

- Connection to the Internet: (broadband connection, such as RoadRunner, Satellite Internet or DSL, is preferred). Broadband connections are recommended for assessments.

COURSE DESCRIPTION

This course promotes candidate understanding of how to create a positive school and classroom climate with appropriate discipline techniques. Candidates study of personal discipline systems with theories, models, individual philosophies and personalities tailored to needs, traits, and social realities of diversity.

CLASSROOM OBSERVATION

Candidate is required two hours of classroom observation and one hour of parent observation with reflection papers.

MISSION STATEMENT

The University of Arkansas at Monticello School of Education is committed to the development of highly qualified candidates. The School of Education embraces the responsibility to prepare candidates to live and work in a rapidly changing, diverse world. Candidates are challenged to achieve the highest level of proficiencies defined in the UAM School of Education's Conceptual Framework and as modeled by the UAM School of Education Faculty. The Conceptual Framework is comprised of five strands: knowledge, pedagogy, diversity, professionalism and technology. The candidates' understanding of the Conceptual Framework is progressively developed as they advance through the professional education programs. The UAM School of Education is dedicated to developing highly qualified professional educators as identified by the State of Arkansas and by the "No Child Left Behind" Act of 2001 through a partnership with the Southeast Educational Cooperative, area public schools, the university community, and supportive agencies in Arkansas's high-need geographical areas.

CONCEPTUAL FRAMEWORK

The Conceptual Framework of the School of Education is organized around five strands that promote the following: the acquisition of a knowledge base; development of pedagogical skills; promotion of diversity and social justice; the demonstration of professionalism, and technology skills. The core belief through all strands is that the diverse population of P-12 students can learn. This philosophy is shared by faculty and candidates alike and is infused throughout the curriculum and practice of faculty and candidates. The proficiencies identified either by indicators or standards within each strand define the performance of initial and advanced candidates in the undergraduate and graduate education programs.

GOALS AND OBJECTIVES AND CORRELATED STANDARDS:

Candidates will demonstrate the ability to use their understanding of student's characteristics and needs, and of multiple interacting influences on student's development and learning, to create environments that are healthy, respectful, supportive, and challenging for all students. (NAEYC Standard 1, CF: Knowledge, Pedagogy, Diversity)

Candidates will demonstrate the ability to know about, understand, and value the importance and complex characteristics of students's families and communities. They will demonstrate the ability to use this understanding to create respectful, reciprocal relationships that support and empower families, and to involve all families in their

students's development and learning. (NAEYC Standard 2, CF: Knowledge, Pedagogy, Diversity)

Candidates will demonstrate the ability to identify and conduct themselves as members of the teaching profession. They will demonstrate the ability to know and use ethical guidelines and other professional standards related to teaching practice. They will demonstrate the ability to be continuous, collaborative learners who demonstrate knowledgeable, reflective, and critical perspectives on their work, making informed decisions that integrate knowledge from a variety of sources. They will demonstrate the ability to be informed advocates for sound educational practices and policies. (NAEYC Standard 5, CF: Knowledge, Professionalism)

NETIQUETTE

"Cyberspeak" for etiquette on-line and in e-mail: manners, civility, and shared rules. The rules of netiquette apply to everyone who uses the internet or any kind of network to communicate to any other person in the world. A complete set of netiquette rules will be posted on Blackboard for student use.

INSTRUCTOR FEEDBACK SCHEDULE

All emails, discussion postings, assignments, etc. will be addressed within 24 hours Monday-Friday and within 72 hours Weekends and Holidays. The instructor will be available for chat, emails, video chat via web cam during the scheduled virtual office hours.

ATTENDANCE POLICY:

Candidates who make a habit of being absent will jeopardize their opportunity to contribute to the class in a positive manner. Candidates demonstrate enthusiasm and personal responsibility by their direct cooperation and participation in class. For those candidates who falter in their sense of purpose or direction, the following is stated:

Absences

It is the policy of the UAM School of Education to strictly enforce attendance and punctuality requirements for all of its educational courses and activities. A candidate arriving after attendance is taken will be considered absent for the entire class period. A maximum of 2 TH absences will be allowed each semester.

Each additional absence will adversely affect the final

Grade with five points off the top of your average for the class. Texting during class will not be tolerated. If instructor has to ask you to put your phone up you will be counted absent for the entire class. As stated above, 2 absences...no penalty; 3 or more...each absence deducts five points from the average attainable in the class. Take care of bathroom business before class. Leaving class is NOT advised!

(As noted on page 28 in the 2009-2011 Catalog, students and UAM are subject to having to return Title IV federal assistance funds for students who fail to remain enrolled in a class.) Since you do receive points for attendance and participation, this is felt to be a justifiable means of dealing with chronic absences. If you are ill and miss class for several days, a doctor's statement must be presented to the instructor. Please obtain class notes from a fellow student about the material missed. An excessive number of absences will jeopardize a student's capability of learning in this course. Anyone who will be going on a UAM sponsored trip MUST notify the instructor in advance, using the proper form, in addition to notification by the sponsor of the activity via hard copy or email.

METHOD OF DELIVERING ASSIGNMENTS

Please submit work via the content page under each assignment on Blackboard.

EMERGENCY OR INTERRUPTION IN COMPUTER SERVICE POLICY

Prepare for unexpected problems and emergencies. Understand that problems and glitches do occur in online learning, as they do in any learning environment. Have a back-up plan, such as using the computers at a local library, for submitting assignments in case your computer crashes or your service is interrupted.

METHODS OF INSTRUCTION

The methods of instruction are lecture, cooperative/collaborative learning, discussions, research and use of technology.

UAM GRADE POLICY:

UAM will no longer mail grade reports to all students. You may access your grades through Campus Connect on the UAM homepage, <http://www.uamont.edu/> To have your grades mailed to you, complete the grade request form available in the Registrar's Office in Monticello or the Student Services offices in Crossett and McGehee.

GRADE ASSIGNMENT:

Grading Scale:

A= 90—100

B= 80—89

C= 70—79

D= 60--69

F= 59 and below

Grades will be class assignments, discussions, and final project.

ASSIGNMENT AND DISCUSSION POLICY:

Each assignment will have a due date. After the assignment is closed it will not be reopened. Do not to reopen assignments. If you miss an assignment, the points for that assignment will be deducted from your final grade. All assignments will be posted on Blackboard.

STUDENTS WITH DISABILITIES:

Students with Disabilities:

It is the policy of the University of AR at Monticello to accommodate individuals with disabilities pursuant to federal law and the University's commitment to equal educational

opportunities. It is the responsibility of the student to inform the instructor of any necessary accommodations at the beginning of the course. Any student requiring accommodations should contact the Office of Special Student Services located in Harris Hall, Room 121; phone (870) 460-1026; TDD (870) 460-1626; Fax (870) 460-1926.

McGehee: Office of Special Student Services representative on campus, Main Building, room 300; phone (870) 222-5360; fax (870) 222-1105.

Crossett: Office of Special Student Services representative on campus, Main Building, room A-5; phone (870) 364-6414; fax (870) 364-5707.

STUDENT CONDUCT STATEMENT:

Students at the University of Arkansas at Monticello are expected to conduct themselves appropriately, keeping in mind that they are subject to the laws of the community and standards of society. They must not conduct themselves in a manner that disrupts the academic community or breaches the freedom of other students to progress academically.

ACADEMIC DISHONESTY:

1. Cheating: Students shall not give, receive, offer, or solicit information on examinations, quizzes, etc. This includes but is not limited to the following classes of dishonesty:
 - a. Copying from another student's paper.
 - b. Use during the examination of prepared materials, notes, or texts other than those specifically permitted by the instructor.
 - c. Collaboration with another student during the examination.
 - d. Buying, selling, stealing, soliciting, or transmitting an examination or any material purported to be the unreleased contents of coming examinations or the use of any such material.
 - e. Substituting for another person during an examination or allowing such substitutions for oneself.
2. Collusion: Collusion is defined as obtaining from another party, with out specific approval in advance by the instructor; assistance in the production of work offered for credit, to the extent that the work reflects the ideas of the party consulted rather than those of the person whose name in on the work submitted.
3. Duplicity: To offer for credit identical or substantially unchanged work in two or more courses, with out specific advanced approval of the instructors involved.
4. Plagiarism: To adopt and reproduce as one's own, to appropriate to one's use, and to incorporate in one's own work without acknowledgement the ideas or passages from the writings or works of others.

For any instance of academic dishonesty that is discovered by the instructor, whether the dishonesty is found to be cheating, collusion, duplicity, or plagiarism, the result for the student or students involved will be that the instructor will assign a grade of F for the examination or assignment involved.

COURSE OUTLINE:

Candidate will be doing independent activities on Blackboard as stated. All assignments will be part of your classroom management plan, hard copy, and final presentation, power point.

Project 1 January 8-15

Get to Know You
First Day of School
20 points

Project 2 January 15-22

The Three Pillars
20 points

Project 3 January 22-29

Four Types of Disruptions
20 points

Project 4 January 29-Feb. 5

The Seven Positions
20 points

Project 5 Feb. 5-12

Responding to the Seven Positions
20 points

Project 6 Feb. 12-19

Classroom Mission Statement
20 points

Project 7 Feb. 19-26

Classroom Rules/Norms
20 points

Project 8 Feb. 26-March 5

Classroom Consequences
20 points

Project 9 March 5-12

Reward System
20 points

Project 10 March 12-19

Parent/Student/Teacher Contract
20 points

Project 11 March 19-2

Classroom Procedures
20 points

Project 12 April 2-9

Your Signal

20 points

Classroom Observation Log due

Classroom Observation worksheet and Paper 50 pts.

Parent Observation Formal Paper 50 pts.

Project 13 April 9-16

Cooperative Learning Groups

20 points

Unit April 16-29

Post Unit/ Power Point to Blackboard (Classroom Management Plan)

Hand in Hardcopy of Classroom Management Plane to be graded and used in your classroom.