

Plainview Campus

**SCHOOL OF EDUCATION**

**University Mission:** Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success and service to God and humankind.

**Course Number and Title: EDUC 4313 & EDUC 5306 Classroom Management**

**Term & Year: Fall 2022**

**Professor:** Mrs. Trisha Giacomazzi

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**Office Hours:** Monday/Wednesday: 8:30-9:00, 11:00-12:00, 1:00-2:30

Tue/Thurs.: 8:30-9:25, 10:50-12:00, 1:00-2:30

Friday: 8:30-9:00, 11:00-12:00

Location: Van Howeling, Room 201 (Appointments can be scheduled as needed, but the student must contact the professor.)

**Class meets:** Mon/Wed/Fri 10:00-10:50 room 206

**Catalog Description:**

This is a **stacked undergraduate and Master’s level** course that teaches students how to build an appropriate and effective classroom management system along with a set of procedures that creates a positive learning environment. There will be **8 hours of Field Experience** required to pass this course for both the EDUC 4313 and the EDUC 5306 courses. You must arrange your 8 hours of field experience in the first week and send me a copy via Blackboard. **Signed documentation and 8 individual essays written in the APA 7th ed. are required to obtain credit for this course.** You can **NOT** get credit unless you have completed these 8 Field Experience Observations and the essays associated with them.

**Prerequisites:** For undergraduate students, this course is to be taken during **the semester before student teaching or with consent from the instructor.** Therefore, if you find that you will not be conducting your clinical teaching in the Spring of 2023, please talk with the professor and your advisor to drop the course before **Wednesday, August 10th, 2022.**

**Textbooks:**

**EDUC 4313 students will use the following two eBooks:**

**The Classroom Management Book**

By Harry Wong and Rosemary Wong

ISBN: 13 978-0-9764233-31, Publisher: Harry T. Wong Publications

**The First Days of School**

By Harry Wong and Rosemary Wong

ISBN: 0976423383, Publisher: Harry T. Wong Publications

For **EDUC 5306** course, students will use the following two textbooks:

# **Tools for Teaching: Discipline, Instruction, Motivation.** (3rd ed.)

# By Jones, F. & Jones, P. (2014)

**The Teacher's Pocket Guide to School Law.** (3rd ed.).

By Essex, N. (2015), Allyn & Bacon [ISBN: 978-0-13-335191-0]

Course Outcome Competencies for EDUC 4313 & EDUC 5306: Texas Education Standards

Domain II: Creating a positive, productive classroom environment

**Competency 005: The teacher knows how to establish a classroom climate that fosters learning, equity, and excellence and uses this knowledge to create a physical and emotional environment that is safe and productive.**

5.1 Uses knowledge of the unique characteristics and needs of students in early childhood through grade 4 to establish a positive, productive classroom environment (e.g., encourages cooperation and sharing, teaches children to use language to express their feelings).

5.2 Establishes a classroom climate that emphasizes collaboration and supportive interactions, respect for diversity and individual differences, and active engagement in learning by all students.

5.3 Analyze ways in which teacher-student interactions and interactions among students impact classroom climate and student learning and development.

5.4 Presents instruction in ways that communicate the teacher’s enthusiasm for learning.

5.5 Uses a variety of means to convey high expectations for all students.

5.6 Knows characteristics of physical spaces that are safe and productive for learning, recognizes the benefits and limitations of various arrangements of furniture in the classroom, and applies strategies for organizing the physical environment to ensure physical accessibility and facilitate learning in various instructional contexts.

5.7 Creates a safe, nurturing, and inclusive classroom environment that addresses students’ emotional needs and respects students’ rights and dignity.

**Competency 006: The teacher understands strategies for creating an organized and productive learning environment and for managing student behavior.**

6.1 Analyze the effects of classroom routines and procedures on student learning and know how to establish and implement routines and procedures to promote an organized and productive learning environment.

6.4 Schedules activities and manages time in ways that maximize student learning, including using effective procedures to manage transition; to manage materials, supplies, and technology; and to coordinate the performance of non-instructional duties (e.g., taking attendance) with instructional activities.

6.7 Applies theories and techniques related to managing and monitoring student behavior.

6.8 Demonstrates awareness of appropriate behavior standards and expectations for students at various developmental levels.

6.9 Applies effective procedures for managing student behavior and for promoting appropriate behavior and ethical work habits (e.g., academic integrity) in the classroom (e.g., communicating high and realistic behavior expectations, involving students in developing rules and procedures, establishing clear consequences for inappropriate behavior, enforcing behavior standards consistently, encouraging students to monitor their behavior and to use conflict resolution skills, responding appropriately to various types of behavior).

**EDUC 4313 Student Learning Outcomes:**

1. Articulate a philosophy of positive classroom management that fosters the development of all students.
2. Describe how motivation, instruction, and management foster a positive and productive learning environment.
3. Demonstrate various classroom management techniques that are necessary for running a well-managed classroom.
4. Demonstrate a working knowledge of Domain II in the TExES Pedagogy & Professional Development as stated above

**EDUC 5306 Student Learning Outcomes:**

1. Discipline is a developmental process that passes through four stages. The student will be able to identify the four stages and the characteristics of each stage.
2. The student will identify key elements of a discipline management system and utilize these elements in an analysis of classroom discipline situations and appropriate teacher responses in light of current legal and ethical practices in Texas.
3. The student will understand and practice the rights and responsibilities that he/she will have as a teacher under the laws of the state and the nation and conduct research on current and past ethical situations and scenarios.
4. Articulate their philosophy of positive classroom management that fosters the development of all students and how it aligns with current best practices.
5. Describe how motivation, instruction, and management foster a positive and productive learning environment.
6. Demonstrate various classroom management techniques that are necessary for running a well-managed classroom.
7. Demonstrate a working knowledge of Domain II in the TExES Pedagogy & Professional Development as stated above

**Research Relating to Classroom Management**

1. The student will conduct research using a minimum of 10 articles or case studies (within the past 5 years) surrounding current best practices involving classroom management techniques and procedures. Then the student will write a 1000-word paper that discusses how their philosophy aligns with the current trends and techniques investigated and what implications they will have in their classroom management.
2. The student will review undergraduate classroom management plans and provide constructive feedback.

**Attendance Requirements:**

Students enrolled should make every effort to participate fully in the class. To make up incomplete work, the student must explain the reason for the deficiency via email to the instructor, who will then determine whether the omitted work may be made up. When a student shows a lack of participation considered by the instructor to be excessive, the instructor will so advise the student. Any student who misses 25 percent or more of the class will receive a grade of F in the course. Additional participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy. Student grade appeals should be addressed, in writing, to the campus dean.

Absences: You must be actively involved and engaged each week by participating in discussion board assignments or by submitting weekly work. The school of Education requires you to be in attendance a minimum of 75%. All work and reading assignments are listed on Blackboard, so please refer to the class assignment and reading schedule for work assignments you will miss.

**Academic Honesty:**

University students are expected to conduct themselves according to the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. (Plagiarism is the attempt to represent the work of another, as it may relate to written or oral works, computer-based work, mode of creative expression (i.e., music, media, or the visual arts), as the product of one’s thought, whether the other’s work is published or unpublished, or simply the work of a fellow student. Under no circumstances will I accept work from a previous course or term.

Wayland Baptist University observes a zero-tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported, and second offenses will result in suspension from the university.

[Academic Honesty WBU Policy](http://catalog.wbu.edu/content.php?catoid=8&navoid=707)

1. Written reprimand.
2. Requirement to redo work in question.
3. Requirement to submit additional work.
4. Lowering of grade on work in question.
5. Assigning the grade of F to work in question.
6. Assigning the grade of F for the course.
7. Recommendation for more severe punishment (see Student Handbook for further information).

The faculty member involved will file a record of the offense and the punishment imposed with the school dean, external campus executive director/dean, and the executive vice president/ provost. The executive vice president/provost will maintain records of all cases of academic dishonesty reported for not more than two years. Any student who has been penalized for academic dishonesty has the right to appeal the judgment or the penalty assessed. The appeals procedure will be the same as that specified for student grade appeals. (See Student Handbook for further information or, for external students, the external campus executive director/dean).

**Plagiarism:**

Plagiarism — The attempt to represent the work of another, as it may relate to written or oral works, computer-based work, mode of creative expression (i.e., music, media, or the visual arts), as the product of one's thought, whether the other's work is published or unpublished, or simply the work of a fellow student.

When a student submits oral or written work for credit that includes the words, ideas, or data of others, *the source of that information must be acknowledged through complete, accurate, and specific references*, and, if verbatim statements are included, through use of quotation marks as well. By placing one’s name on work submitted for credit, the student certifies the originality of all work not otherwise identified by appropriate acknowledgments. *A student will avoid being charged with plagiarism if there is an acknowledgment of indebtedness. Additionally, you may not plagiarize yourself by submitting work already submitted from previous or current course.*  [Plagiarism Policy](http://catalog.wbu.edu/content.php?catoid=8&navoid=707&hl=plagiarism&returnto=search)

**Disability Statement:**

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability is excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the University. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations. Students should inform the instructor of existing disabilities during the first class meeting.

Course Requirements and Grading Criteria for EDUC 4313

**Computation of final grade and means for assessing student achievement of outcome competencies**

| **Assignment** | **Points Possible** |
| --- | --- |
| Teacher Introduction PowerPoint | 30 - due Aug.14th |
| Essay- Classroom Mgt. & Effective teachers | 20 - due Aug. 14th |
| Video Analysis (8 x 10) | 80 - various dates |
| Discussion Board (2 X 10)  | 20 - due Aug. 10th & Oct. 1st |
| Content Practice Exam | 10 - due Sept. 30th  |
| First Day of School Script | 20 - due Aug. 29th |
| First Week Script | 50 – due Sept. 18th |
| Ethics Video & Quiz (4 x 25) | 100 - various due dates  |
| Field Experience Essays (8 x 50) | 400 - various due dates |
| Midterm (Powerpoint) | 120 - due Sept. 4th |
| Final exam (Powerpoint) | 150 - due Oct. 1st |
| Total | 1000 |

Course Requirements and Grading Criteria for EDUC 5306

**Computation of final grade and means for assessing student achievement of outcome competencies**

| **Assignment** | **Points Possible** |
| --- | --- |
| Teacher Introduction PowerPoint | 30 - due Aug.14th |
| Essay- Classroom Mgt. & Effective teachers | 20 - due Aug. 14th |
| Video Analysis (8 x 20) | 160 - various dates |
| Discussion Board (2 X 10) | 20 due Aug. 10th & Oct. 1st |
| First Day Script | 40- due Aug. 29th |
| First Week Script | 50– due Sept. 18th |
| Classroom Room Arrangement Floorplan | 10 – due Aug. 21st |
| Field Experience Essays (8 x 50) | 400- various due dates |
| Midterm Essay on Discipline Management | 120- due Sept. 4th |
| Final exam  | 150- due Oct. 1st |
| Total | 1000 |

**University Grading System**

A 900-1000 Cr for Credit

B 800-899 NCR No Credit

C 700-799 I Incomplete\*

D 600-699 W for withdrawal

F below 600 WP Withdrawal Passing

 WF Withdrawal Failing X No grade given IP In Progress

A grade of “CR” indicates that credit in semester hours was granted but no grade or grade points were recorded. **\***A grade of incomplete is changed if the work required is completed before the date indicated in the official University calendar for the next long term, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the “**I”** is converted to the grade of “**F”**. An incomplete notation cannot remain on the student’s permanent record and must be replaced by the qualitative grade (A-F) by the date specified in the official University calendar of the next regular term.

**Assignment Submission**

The Assignment Submission menu item contains the links to use when submitting assignments on Blackboard. To submit your work, click on the link that corresponds to the assignment that you are submitting. When submitting an assignment, please save the document as a **Word** file before submitting the document. Remember, if I can’t open it, I can’t grade it. All work must be submitted by the deadline posted; it will be up to the instructor to accept late work. **If accepted, deductions for late submission will be calculated into the grade, 10% each day an assignment is past due.** Under NO CIRCUMSTANCES will the instructor accept the entire semester’s work during the last week or the last day of the course.

**Ethics Videos**

The Texas Education Agency has produced a series of ethics videos that help inform and solidify in the mind of a teacher what is appropriate behavior for student-teacher, teacher-teacher, and teacher-community interactions. Students in the **EDUC 4313** course are required to watch this set of 10 videos (5-10 minutes each) published by TEA. **There will be a quiz after each video, and you will have to sign a form verifying that you have watched each one of them and passed the quizzes with a minimum grade of 80%.**  If you do not pass the exam please contact me and I will allow you another attempt on these exams. These videos cover information that will be on your Certification Exam[TEA Ethics Videos.](http://www.youtube.com/playlist?list=PLYCCyVaf2g1vuF3qIz1NjEWFeMtxaBMvC)

**Weekly Content**

Weekly Content folders have been set up on Blackboard that correlates with each week of the course. Please pay close attention to where you submit your work as this is a stacked class, meaning there are both undergraduates (EDUC 4313) and graduate students (EDUC 5306) participating. These units contain your reading assignments, weekly assignments, quizzes, lecture notes, and other valuable information for that week. Once these units are closed, they will not be re-opened for you. In other words, **pay attention to due dates!** If you have any questions, please don’t hesitate to call, text, or email before 9:00 pm on any day.

| **Week** | **Date** | **Classroom Management Topic/****Activities** | **Project/Assignment Due** |
| --- | --- | --- | --- |
| 1 |  Aug. 8-12 | **Both EDUC 4313 & EDUC 5306:** Greetings; Syllabus Review; Course Expectations; Classroom Management Defined, Textbook Review, Field Experience essay expectations, & Discussion board #1Teacher Introduction PowerPoint **EDUC 4313**: Read Ch. 1 - 4 in The First Days of School & watch video #1Read pp. 1-29 in Classroom Management BookDiscussion Board #1**EDUC 5306:** Read Ch. 1-4 in Fred Jones’ book, watch video #1 on Working the Crowd and room arrangementsRead Ch. 1, Control of Public Schools & Ch. 2, Instruction and Curriculum Standards in the Essex book | **Both EDUC 4313 & EDUC 5306:** (both sections)DB #1 Introduction Field experience schedule - **Due Aug. 10th****EDUC 4313:** Wong Video Analysis Report #1Teacher Introduction PowerPoint Essay #1- Define Classroom management and Effective Teacher **EDUC 5306:** Video #1 Fred Jones’ Focus QuestionsTeacher Introduction PowerPoint Essay #1- Define Classroom management and Effective Teacher **\*Assignments have two different due dates this week, Wed. Aug. 10th and Sunday, Aug. 14th** |
| 2 | Aug. 15-19 | **Both EDUC 4313 & EDUC 5306:** Review T-Tess Rubric, Complete FE #1 in a school**EDUC 4313**: Read Ch. 5- 7 in The First Days of School Read pp. 30-86 in Classroom Management BookWatch Module 1 TEA Ethics Videos 7 and take the testWatch Wong Video #2**EDUC 5306**: Read Chapter 5-7, Weaning the Helpless Hand raisers, Praise, Prompt, and Leave – The Verbal Modality and Visual Instructional Plans – The Visual ModalityRead Ch. 3 Religion and Public Schools & Ch. 4 Students, the law, and Public schools in the Essex textbookWatch Jones’ Video #2 | **Both EDUC 4313 & EDUC 5306:** Field Experience Essay #1 **EDUC 4313:** Wong Video Analysis Report #2TEA Ethics Test Module 1: Tests 1-3**EDUC 5306:** Video #2 Fred Jones Focus QuestionsClassroom Arrangement Floorplan \*All Assignments **due Sun. Aug. 21st before Midnight** |
| 3 | Aug. 22-26 | **Both EDUC 4313 & EDUC 5306:** Review TEA Teacher Code of Conduct, Complete FE #2 & 3, watch video #2 and other videos in the weekly folder Complete analysis/focus question reports, and complete first-day script.**EDUC 4313**: Read Ch. 8 & 9 in The First Days of School and pp. 88-125 in Classroom Management bookWatch Wong Video #3.**EDUC 5306**: Read Ch. 8 – 10 in Fred Jones's textbookRead Ch. 5 Due Process and Student Safety in the Essex textbookWatch Jones’ Video #3. | **Both EDUC 4313 & EDUC 5306:** Field Experience Essay #2 & 3First-Day Script**EDUC 4313:** Wong Video Analysis Report #3TEA Ethics Test Module 2: Videos 4 & 5**EDUC 5306:** Fred Jones Video #3: Focus Questions\*Assignments due Sun. Aug. 28 |
| 4 | Aug.29-Sept. 2 | **Both EDUC 4313 & EDUC 5306:** Complete FE #4, essay, reading assignments, and the appropriate videos.**EDUC 4313**: Read Ch. 10 & 11 in The First Days of SchoolRead pp. 129-141 in Classroom Management Watch Wong’s Video #4 Procedures and Routines**EDUC 5306:** Read Chapters 11-13 in Fred Jones's book.Read Chapter 6, Liability and Student Records in Essex textbookWatch Jones’ video #4 Rules, Routines and Standards and Understanding Brat BehaviorMIDTERM | **Both EDUC 4313 & EDUC 5306:** Field Experience Essay #4Midterm Exam**EDUC 4313:**Wong Video Analysis Report #4**EDUC 5306:** Video #4: Fred Jones Focus Questions\*Assignments due Sun. Sept. 4 |
| 5 | Sept. 5-9 | **Both EDUC 4313 & EDUC 5306:** Complete FE #5, essay, reading assignments, and appropriate videos. **EDUC 4313**: Read Ch. 12 & 13 in The First Days of School.Read pp. 142-199 in Classroom Management***Schedule & take your Practice Content Exam with Casandra Holloway. (Must be completed before Sept. 25th)*****EDUC 5306:**Read Chapters 14-15 in Fred Jones's bookRead Chapters 7, Individuals with Disabilities, and 8, The Teacher and School Liability in Essex textbook. | **Both EDUC 4313 & EDUC 5306:** Field Experience Essay #5Video reports **EDUC 4313:**Wong Video Analysis Report #5TEA Ethics Test Module 3: Tests 6-8**EDUC 5306:** Video #5: Fred Jones Focus Questions\*Assignments due Sun. Sept. 11 |
| 6 | Sept. 12-16 | **Both EDUC 4313 & EDUC 5306:** Complete FE #6, essay, reading assignments, and videos. **EDUC 4313**: Read Chapters 14 – 16 in The First Days of School and pp. 200-269 in Classroom Management.Complete TEA Ethics Videos & Test**EDUC 5306:**Read Chapters 16- 19 in Fred Jones’ book.Read Chapter 9, Discrimination in Employment in Essex textbook | **Both EDUC 4313 & EDUC 5306:** Field Experience Essay #6**EDUC 4313:**Wong Video Analysis Report #6First Week of School ScriptTEA Ethics Test Module 4, tests 9-10TEA Ethics Test Documentation form**EDUC 5306:** Video 6: Fred Jones Focus QuestionsFirst Week of School Script\*Assignments due Sun. Sept. 18 |
| 7 | Sept. 19-23 | **Both EDUC 4313 & EDUC 5306:** Complete FE #7, essay, reading assignments, and videos. **EDUC 4313**: Read Chapters 17 - 19 in The First Days of School and pp. 272-290 in the Classroom Management book.Complete TEA Ethics Videos & Tests & Take Complete your content practice exam.**EDUC 5306:**Read Chapters 20- 23 in Fred Jones’ bookRead Chapter 10, Teacher Freedoms in Essex textbook | **Both EDUC 4313 & EDUC 5306:** Field Experience Essay #7Extra Credit Course Evaluation**EDUC 4313:**Wong Video Analysis Report #7TEA Ethics Videos 4, Tests 9-10Content Practice Exam**EDUC 5306:** Video #7 Fred Jones Focus Questions\*Assignments due Sun. Sept. 25 |
| 8 | Sept. 26-30 | **Both EDUC 4313 & EDUC 5306:** Complete FE #8, essay, reading assignments, and videos. **EDUC 4313**: Read Chapters 20-23 in The First Days of School and pp. 291-299 in the Classroom Management book.**EDUC 5306:**Read Chapters 24-25 in Fred Jones’ book.Read Chapter 11, Tenure, Dismissal, and Collective Negotiations in Essex textbook | **Both EDUC 4313 & EDUC 5306:** Field Experience Essay #8Field Experience Documentation Form with signaturesDiscussion Board #2**EDUC 4313:**Wong Video Analysis Report #8**EDUC 5306:** Video 8 Fred Jones Focus Questions*Final Exam* \*Assignments due **Friday, Sept. 30** |