## **Classroom Management and Lesson Planning**



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- III Transitional Difficulties Deal with them directly at the beginning of the year Parents Students Put them in a context When are they serious?
- IV Content Know Your Material & Plan Annual planning\* Learning styles & multiple intelligences\* Weekly lesson plans\* Classroom schedules\* Transitions Assessment
- V Relationships Classroom rules Modeling behavior\* Policies in writing for parents\* Student/Teacher assessments prior to report cards\*
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### Meyerson's List of False Assumptions

#### Assumption #1

#### "I hate going to Religious School" means "I hate BEING in Religious School."

It may simply mean that the student hates the act of transition – the "going." Transitions are often difficult – many of us would prefer not to stop what we're doing to go somewhere we don't get a choice about going to.

#### Assumption #2

## Kids (and parents) know how what they're learning (the content) fits together with other learning and with "life."

Too often, our content is fragmented or presented in a disjointed manner without linkages to prior learning or kids' experiences. We need to be explicit about what those links are.

#### Assumption #3

#### Our class routines are obvious. The kids know what to expect.

Not always. They have many routines in their lives and they only see us twice a week. Posting a schedule can provide a framework for learning.

#### Assumption #4

#### At the end of the lesson, the kids know what we are trying to teach.

Often, kids find it difficult to summarize what they've learned. "Tell them what you're going to tell them. Tell them. Tell them what you told them." Before you leave the lesson, ask them what they've learned.

#### Assumption #5

#### Because kids have a "short attention span," they can shift gears quickly.

Transition time planning results in smoother movement between activities. Keep an eye on the clock and give plenty of warning. Let kids know what's coming next. Acknowledge that it's sometimes hard to leave a pleasurable activity.

#### Assumption #6

#### Kids know what behavior we expect.

Not always. Different teachers have different expectations; parents may have different ones, too. Tell them; have them tell you; put them in writing and share with parents.

#### Assumption #7

#### Our kids (generally) attend Religious School for at least 7 years.

For a two-day per week program, the actual number of hours is about 90 per year – or the equivalent of three 30-hour weeks of secular school.

PLANNING CALENDAR -- SEPTEMBER 2002 TO JUNE 2003

DATE	TOPIC			HOMEWORK	SELLON
,	-				
Sept 1	Hist Dey - Introductions Cas	us Routines Rosh Hashanah		Assign DW YP 1	Erev RH Friday 9/6
Sept 8	1 00 40004504 4004 Aug 00 1	schoel			
Sept 15	Music Yom Kippur Sukkot			DWYP 1 due; assign DWYP 2	Kol Nidre begins - sundown
Sept 22	Suttot no school				
Sept 29	Simchet Torah no school				
9 0 0	Bible Chapter 1	Jewi	Jewish Symbols	DWYP 2 due; assign DWYP 3	Symbol game
04 13 04	Bible Chapter 2 Music		Name & Family	DWYP 3 due; Bible Rev. Proj - 11/17	World map
04 20 04 20	Bible Chapter 3		Kashruth	Assign DWYP 4	
0¢t 27	Bible Chapter 4 Musk		Brachot	DWYP 4 due	Blessings of Enjoyment
e aon	Bible Chapter 5	<b>Ne</b> C	Jewish Uniform - t'Allin	Assign DWYP 5	Guest to demonstrate
Nov 10	Bible Chapter 6 Music		Jewish Uniform – tailit, kippah	DWYP 5 due	design t-shirts; Staff Mtg
Nov 17	BIBLE REVIEW DAY			Assign DWYP 7	
Nov 24	STUDENT/TEACHER CONFERENCES	Music	Jewish Art	DWYP 7 Due	Chanukah 12/1
	Thenkagiving Weekend no s	school			
B D C C	Chanukah Program			Assign DWYP 6	
<b>De</b> : 15	Bible Chapter 7 Music		T'Allah	DWYP 6 due	Report Cards due
Dec 23	Winter Breek no school				
Dec 29	Winter Breek no echool				
Jan 5	Bible Chapter 8	Ŷ	Klbbud Av v'Em	Assign DWYP 8	
<b>Ja</b> n 12	Tu B'shevat Seder Music		Bal Tashchit	DWYP 8 due	Teacher Workshop
2 <b>a</b> n 19	Martin Luther King Weekend -	AO SCHOO!			
<b>Ja</b> n 26	Bible Chapter 9		Bikkur Cholim		
Fab 2	Consecration & Family Education P	Program Music		Bible Rev Proj – 3/2	
Feb 9	Bible Chapter 10 & 11		Tza'ar Ba'alel Chayyim		
Fab 16	Presidents' Weekend no school	100/			
ЕР 73	Bible Chapter 12	Music	Sh'mirat haLashon		
Mar 2	BIBLE REVIEW DAY				
Mar 9	Bible Chapter 13 Music			Assign DWYP 9	
Mar 16	Bible Chapter 14 Purim			DWYP 9 due	Purim – 3/18

Mar 23	Bible Chapter 15, 16	Music	Passover Review		Staff Mesting
Nar 30	Passover – Preparations; Kashru	th; Seder Foods, Order, Family Traditions	er, Family Traditions		Make charosis (3 kinds)
Apr 6	Passover – Slavery vs. Freedom,		Responsibility; Write *10 plagues" & new dayenu version		Bring in haggadot
Apr 13	Spring Break no echool				
Apr 20	Spring Break no school				
Apr 27	Bible Chapter 17 & 18		Rituals for Remembering	Assign DWYP 10	Yom HaShoah 4/29
May 4	Israel Center Day	Music		DWYP 10 due	Yom HaAtzmaut 5/7
May 11	Making Friends Out of Enemies			Assign DWYP 11	Frudshp quilt; Tchr Whathp
May 18	Jewish Book Day	Music		DWYP 11 due	Lag B'Omer 5/20
May 25	Nemorial Day Weekend m	io school			
Jun 1	Shavuot	Year End Review: T	Year End Review: Torah We've Learned		"11 <sup>th</sup> Commandment"
Jun 8	LAST CLASS CELEBRATTO	NO			Report Cards Due

Devloped by Mary F. Meyerson, for use in the Sh'lom Kitah Program of the Board of Jewish Education of Greater Washington; 2002-03

Although we take in information through all of our senses, most school learning occurs through our auditory, visual, or kinesthetic (including tactile) channels. For most of us, one or two of these sensory channels (or modalities) are more efficient than the others. Although we want all students to be able to function competently in any modality, we must realize that they learn best when they are operating out of their strongest modality. Therefore, students should be able to work from their strength whenever possible. Student Style Traits: Auditory, Visual, Kinesthetic

Style	Important characteristics of student of this style	Ways teachers can accommodate students of this style
Auditory	<ul> <li>Remember best what they hear and say themselves</li> </ul>	• Emphasize directions and important information verbally; let students repeat in their own words; encourage them to study aloud.
	<ul> <li>Enjoy class discussions</li> </ul>	<ul> <li>Provide opportunities for discussion and group work.</li> </ul>
	<ul> <li>Easily distracted by noise</li> </ul>	<ul> <li>Identify some area as a quiet work space; let students wear earphones with quiet music to drown out other voices.</li> </ul>
	<ul> <li>Need to talk through new learning</li> </ul>	<ul> <li>Encourage oral practice and evaluation activities.</li> </ul>
Visual	<ul> <li>Remember best what they see</li> </ul>	<ul> <li>Use visual aids, graphic organizers models, and demonstrations when teaching.</li> </ul>
	<ul> <li>Put information in visual forms</li> </ul>	<ul> <li>Encourage students to use visual strategies (e.g. webs, pictures, color highlights).</li> </ul>
	<ul> <li>Often write things down or draw pictures to help them understand and remember</li> </ul>	<ul> <li>Write important information and directions on chalkboard or overhead projector.</li> </ul>
		<ul> <li>Plan visual practice and evaluation activities.</li> </ul>

Kinesthetic (includes tactile)	<ul> <li>Remember best what they do and experience</li> </ul>	• Use games, role-plays, experiments, and other active strategies often, especially to introduce important concepts.
	<ul> <li>Have difficulty sitting still for long periods, easily distracted</li> </ul>	<ul> <li>Provide activity and variety in class, including short breaks.</li> </ul>
	<ul> <li>Find ways to move in the classroom</li> </ul>	• Have students work with materials that require larger muscle movement (e.g., at the chalkboard or with large paper and markers).
	<ul> <li>Lose interest when not actively involved</li> </ul>	<ul> <li>Use hands-on activities and field trips at beginning of new units.</li> </ul>
		<ul> <li>Plan kinesthetic practice and evaluation activities.</li> </ul>

#### Important characteristics of student Style of this style

## Ways teachers can accommodate students of this style

#### APPENDIX B

### MULTIPLE INTELLIGENCES WORKSHEETS

#### MULTIPLE INTELLIGENCES

The Multiple Intelligence theory suggests that no one set of teaching strategies will work best for all students at all times. All children have different proclivities in the seven intelligences, so any particular strategy is likely to be successful with several students, and yet, not for others. Because of these individual differences among students, teachers are best advised to use a broad range of teaching strategies with their students. As long as instructors shift their intelligence emphasis from presentation to presentation, there will always be a time during the period or day when a student has his or her own highly developed intelligence(s) actively involved in learning.

#### Key Points in MI Theory

• Each person possesses all seven intelligences - MI theory is not a "type theory" for determining the one intelligence that fits. It is a theory of cognitive functioning, and it proposed that each person has capacities in all seven intelligences.

• Most people can develop each intelligence to an adequate level of competency - although an individual may bewail his deficiencies in a given area and consider his problems innate and intractable, Gardner suggests that virtually everyone has the capacity to develop all seven intelligences to a reasonably high level of performance if given the appropriate encouragement, enrichment, and instruction.

• Intelligences usually work together in complex ways - Gardner points out that each intelligence as described above is actually a "fiction"; that is no intelligence exists by itself in life (except perhaps in very rare instances in savants and brain-injured individuals.) Intelligences are always interacting with each other.

• There are many ways to be intelligent within each category - there is no standard set of attributes that one must have to be considered intelligent in a specific area. Consequently, a person may not be able to read, yet be highly linguistic because he can tell a terrific story or has a large, oral vocabulary. Similarly, a person may be quite awkward on the playing field, yet possess superior bodily-kinesthetic intelligence when she weaves a carpet or creates an inlaid chess table. MI theory emphasizes the rich diversity of ways in which people show their gifts within intelligences as well as between intelligences.

"All students can learn and succeed, but not all on the same day in the same way." - William G. Spady

#### MULTIPLE INTELLIGENCES: STRATEGIES IN THE CLASSROOM

The following list provides a survey of the techniques and materials that can be employed in teaching through the multiple intelligences.

#### Linguistic Intelligence

- lectures, debates
- large- and small-group discussions
- books, worksheets, manuals
- brainstorming
- writing activities
- word games
- sharing time
- storytelling, speeches, reading to class talking books and cassettes

#### Logical-Mathematical Intelligence

- mathematical problems on the board
- Socratic questioning
- scientific demonstrations
- logical problem-solving exercises
- creating codes
- logic puzzles and games
- classifications and categorizations
- quantifications and calculations

#### **Spatial Intelligence**

- charts, graphs, diagrams, and maps
- visualization
- photography
- videos, slides, and movies
- visual puzzles and mazes
- 3-D construction kits
- art appreciation
- imaginative storytelling
- picture metaphors creative daydreaming
- painting, collage, visual arts
- idea sketching
- visual thinking exercises

#### **Bodily-Kinesthetic Intelligence**

- creative movement, mime
- hands-on thinking
- field trips
- the classroom teacher

- extemporaneous speaking
- journal keeping
- choral reading
- individualized reading
- memorizing linguistic facts
- tape recording one's words
- using word processors
  - publishing (e.g., creating class
  - newspapers)
  - computer programming languages
- science thinking
  - logical-sequential presentation of subject matter
- Piagetian cognitive stretching
  - exercises
- Heuristic

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- graphic symbols
- using mind-maps and other visual
- organizers
- computer graphics software
- visual awareness activities
- optical illusions
- color cues
  - telescopes, microscopes, and binoculars
- visual awareness activities
- draw-and-paint/computer
  - assisted-design software
- picture literacy experiences
- competitive and cooperative games
- physical awareness and relaxation
  - exercises
- all hands-on activities

- crafts
- body maps
- use of kinesthetic imagery
- cooking, gardening, and other "messy"
- activities
- manipulatives
- virtual reality software
  - **Musical Intelligence**
- musical concepts rhythms, songs, raps, chants • singing, humming, whistling using background music • playing recorded music linking old tunes with concepts playing live music on instruments discographies group singing creating new melodies for concepts mood music listening to inner musical imagery music appreciation music software • playing percussion instruments supermemory music • Interpersonal Intelligence cooperative groups community involvement • interpersonal interaction apprenticeships conflict mediation simulations peer teaching academic clubs • board games interactive software • cross-age tutoring parties / social gatherings as context group brainstorming sessions for learning • peer sharing people sculpting • Intrapersonal Intelligence independent study options for homework • feeling-toned moments choice time • self-paced instruction self-teaching programmed instruction individualized projects and exposure to inspirational/ motivational games curricula private spaces for study self-esteem activities one-minute reflection periods journal keeping goal setting sessions interest centers •

kinesthetic concepts

hand signals

body answers

physical education activities

communicating with body language/

tactile materials and experiences

personal connections

Excerpted from Armstrong, Thomas. *Multiple Intelligences in the Classroom, Alexandria, Virginia, Association for Supervision and Curriculum Development (1994).* 

"If we are to achieve a richer culture... we must weave one in which each diverse human gift will find a fitting place." - Margaret Mead

### BIBLE REVIEW PROJECT Chapters 7 - 12

Think about the stories we studied in this unit:

Sodom \* Abraham & Isaac \* Rebecca \* Esau & Jacob \* Jacob Takes Two Wives \* Jacob Returns Home

Choose one OR MORE of the stories to work with.

Decide what you want to do.

#### **CHOICES:**

Draw some pictures showing what takes place in the story

Write a poem or poems about the story.

Change the story to a modern-day story.

Make a game about the story (either a question-and-answer game or a board game)

Conduct an interview with the main character(s) or a witness to the action.

Build a diorama.

Write a song or rap.

??? -- You tell me

#### EACH PROJECT MUST INCLUDE THE FOLLOWING INFORMATION:

Your name The Chapter you based your project on The names of the main characters involved The lesson we learn from the story

- can be written
- on an index
- card and attached
- to your project!

#### DUE DATE: March 2, 2003

Bring your project to class and be prepared to share it with the rest of the class.

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Questions???? Call Mrs. Meyerson at (000) 555-1212 or email Jewishteacher@abc.com

## Today's Schedule 10 Shevat/January 18

- 9:45 Shabbat Services -- Room 9
- 10:15 Class Meeting: Attendance, Tzedakah, Mitzvah Notes, Calendar, Review schedule
- 10:30 <u>A Child's Bible</u> Chapter 9 "Rebecca" Two mitzvot -- hospitality & compassion to animals How does Rebecca demonstrate each?

With your <u>chaver</u> read pp 73-76 & do pp 77-79



What does this story teach us? Class list -- 1. How can we show compassion to animals 2. How can we demonstrate hospitality

11:15 <u>Life Cycle</u> "Tu B'Shevat Seder" How is it like other sedarim? How is it different?



## What one thing did you learn today?

- 9:45 Student services
- 10:15 **Class Meeting**: Prayer for studying Torah, attendance, teach, mitzvah notes, calendar, review schedule for the day
- 10:30 <u>A Child's Bible</u>, Chapter 9 "Rebecca" pp 73-79
  - How we treat others tells a lot about us
    - 1. What are some earlier examples of *hachnasat orchim* (hospitality) that we've seen? (Abram & the angels; Lot & the angels)
    - In addition to *hachnasat orchim*, Rebecca also demonstrates the mitzvah of *tza'ar ba'alei chayyim* (compassion to animals; lit. "pain of living creatures")
    - 3. As you read, think about how we can fulfill this mitzvah.
  - Working with a chaver, READ pages 73-76 & DO pages 77-79
  - Regroup -- ask: what does this story teach us? How did Rebecca demonstrate each of the mitzvot we talked about earlier? (List answers on board)
  - Review answers on pages 77 79
  - Ask: what are some things we can do to show compassion for animals? Break class into 4 groups -- have each group brainstorm; regroup and write list on board. Post small group lists on bulletin board.
- 11:15 <u>Life Cycle</u> -- Tu B'shevat Seder
  - Background questions: What is tu b'shevat? What does "seder" mean? Are there other holidays that have a seder? What are they? Has anyone ever been to a tu b'shevat seder before?
  - Appreciation for nature is an important component of our congregation. Let's turn to the English prayer under "Yotzer" in our siddurim (p.12).
     HAVE STUDENTS READ ALOUD AS A GROUP. What does this prayer mean to you? Does it have any other meanings?
  - Distribute "A Seder for Tu B'Shevat." Set out plates with fruit. Pour juice. Say: There are many similarities between this seder and the ones for Pesach and Shabbat. There are also some differences. When we're done, we'll make two lists: One for things that are the same and one for things that are different.
  - Have the seder. Have students generate the two lists.
- 12:10 <u>Clean up;</u> Homework: DWYP 8 due next week. Dismiss. On the way out the door, each student must answer the following question: <u>What one</u> <u>thing did you learn today?</u>

# If for Teachers

(with apologies to Rudyard Kipling)

or

## Model, Model, Model

If we want our students to

*treat each other with respect* -- we must demonstrate our respect for them and for each other by our words, our actions and our tone of voice;

listen to each other -- we must listen to them;

work cooperatively -- we must eliminate competitiveness in our classroom
 (including games where there are "winners" and "losers");

accept each other's ideas -- we must encourage them to express their own ideas and accept them;

be prepared for class -- we must be prepared;

*be excited about learning* -- we must show our excitement with our words, our tone and our body language;

*be prompt* -- we must get to our classrooms before they do; set up before they arrive; and begin teaching on time;

And when they demonstrate these behaviors, we need to acknowledge that they have done so. Let them know that you've observed them, let the class know, let their parents know, let your colleagues know.

# What you're doing speaks so loudly, I can't hear what you're saying.

## Oseh Shalom Religious School Third Grade

September 1999

Mary F. Meyerson, 555-1212

General Information

#### ATTENDANCE

All students are expected to be on time for class each session. Tardiness and absenteeism will be reflected in the student's grades. If your child has a planned absence, please let me know in advance. Our goal for the year is 85% attendance.

#### **BIRTHDAY CELEBRATIONS**

Please let me know in advance if you decide to celebrate your child's birthday with a snack.

#### BOOKS

Books should be brought to class each week, along with two pencils, a spiral ntebook, and a folder. You may want to keep all your Torah School supplies in a separate backpack.

#### CONSECRATION

This year, we will be participating in a Consecration ceremony to be held on November 23<sup>rd</sup>.

#### DISMISSAL PROCEDURES

Students must be picked up from our classroom. For safety reasons, NO STUDENT WILL BE ALLOWED TO WAIT OUTSIDE. No student will be released early from class without a note.

#### FIELD TRIP

A field trip is being planned to the Board of Jewish Education's Discovery Room for one Sunday in December. We expect all students to be present for the field trip.

#### HAFSUKAH (BREAK TIME)

On Wednesday, students will be allowed a 10min break. Food may be brought from home or purchased from the vending machines prior to class. There will be <u>no</u> break time on Sunday.

#### HOMEWORK

Students will have periodic assignments from their weekend class. Additionally, Hebrew reading should be practiced a minimum of 3 times a week, for 10 minutes each time. It is expected that any class work missed due to absences will be made up.

#### KITAH GIMMEL SIFRIYAH/LIBRARY

Starting in November (Jewish Book Month), we'll

begin the Kitah Gimmel Sifriyah. Those who have returned a signed borrower's contract may check out books.

#### MARK YOUR CALENDARS

Wed Dec 4 -- Parent/Teacher Conferences Fri Jan 3 -- Kabbalat Shabbat Program Sun Feb 9 -- Family Education Program Wed Mar 12 -- Parent Visit Day

#### PHONE CALLS

Please feel free to call me at home if you have any questions or concerns. (No Shabbat calls, please.) You may also email me at Jewishteacher@abc.com.

#### REPORT CARDS

Report cards willb e sent home the weeks of December 18<sup>th</sup> and June 1<sup>st</sup>. Students will be graded on attendance and participation, as well as content mastered. Any assignments missed because of absence may be made up for partial credit.

#### SCHOOL HOURS

On weekends, school runs from 10:00 - 12:30. Services begin promptly at 10:00 in room 9 and students are expected to be there on time. On Wednesday, class runs from 4:15 - 6:15.

#### SHABBAT BASKET

This year, Kitah Gimmel will again circulate the Shabbat Basket for you and your child to experience. <u>Please make sure it comes back</u> the following week so it can go home with the next child. More information will follow.

#### TZEDAKAH

We will collect teach each time our class meets.

#### VOLUNTEERS

Your support makes all the difference! Please take a moment to fill out the attached form.

I'm lookng forwarad to a wonderful year -- we've much to learn together! ~~Mrs. Meyerson

Student/Teacher Assessment Name				Date
	<u>Usually</u>	Sometimes	Need to <u>Improve</u>	Teacher Comments
I come to school on time & ready to learn.				
I bring my books and materials with me.				
I do my homework and return it on time.				
I listen when my teacher talks.				
I listen when my classmates talk.				
I participate in class discussions & activities.				
I follow directions.				
I can identify areas where I need help.				
I ask for help when I need it.				
I help my classmates when they need help.				
I am doing the best work that I can do.				
I work cooperatively with my classmates.		ļ		
When I am absent, I make up my work.	1			
<u>Other:</u>				