Action Plan

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|  | What? | How? | When? |
| Toolkit | Develop my rituals and routines, create a poster and post them on the wall of my classroom. | Make a list of my desired rituals and routines, type them up on the computer, set a background, and print out a poster size version. | Before the school year begins. |
|  | Create a weekly drawing for prizes.  | I will obtain a jar and label it “weekly prizes for my star students.” I will then place cards beside the jar where the students will write their names and place them in the box for good behavior and academic successes. I will collect pencils, erasers, notebooks, etc. for prizes and hold a drawing for a prize each week.  | Before the school year begins. |
|  | Create a substitute folder. | I will provide the substitute with lesson plans, behavior plans, my schedule, and contact information. | Before school starts. |
| Teach the Plan | Develop Powerpoint presentations to introduce new topics. | I will use Microsoft Poweroint to outline important details of my lesson. I will use it to aid when I deliver lessons. | Before Friday each week of shool. |
|  | Teach aspects relevant to the curriculum PBIS. | Create a lesson plan which covers the topics that need to be addressed. | Before school starts and each Friday before the next week of school. |
| Disseminate the Plan | Review my lesson plans with instructional coach | Meet with instructional coach to go over lesson plans and make any adjustments necessary. | Each Thursday before lesson plans are due. |
|  | Share behavior plans with special education department chair. | Talk about my behavior plans with the special education department chair to see what has worked in the past and adjust my own ideas. | Before school starts. |
| Review the Plan | Follow up with parents | Call the parents of students to see how their behavior has been at home and see if there have been any improvements. | Throughout the year. |
|  | Lesson plan | Insert specified times for behavior issues to be addressed in the lesson plan. This will allow procedures to stay fresh in my student’s mind. | Throughout the year. |
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