

# Classroom Organization



BY BRAD BREAKFIELD  
“I’M ORGANIZED MOST OF THE TIME”

# What will we be talking about?



- Classroom organization ideas
- Behavior management ideas
- Teacher materials management ideas
- Routine! Routine!! Routine!!!

**ORGANIZATION**

- \*a strong beginning
- \*details are in an order that makes sense
- \*details are connected
- \*an ending that ties it all together

A hand-drawn illustration of a chain link, positioned to the right of the list items.



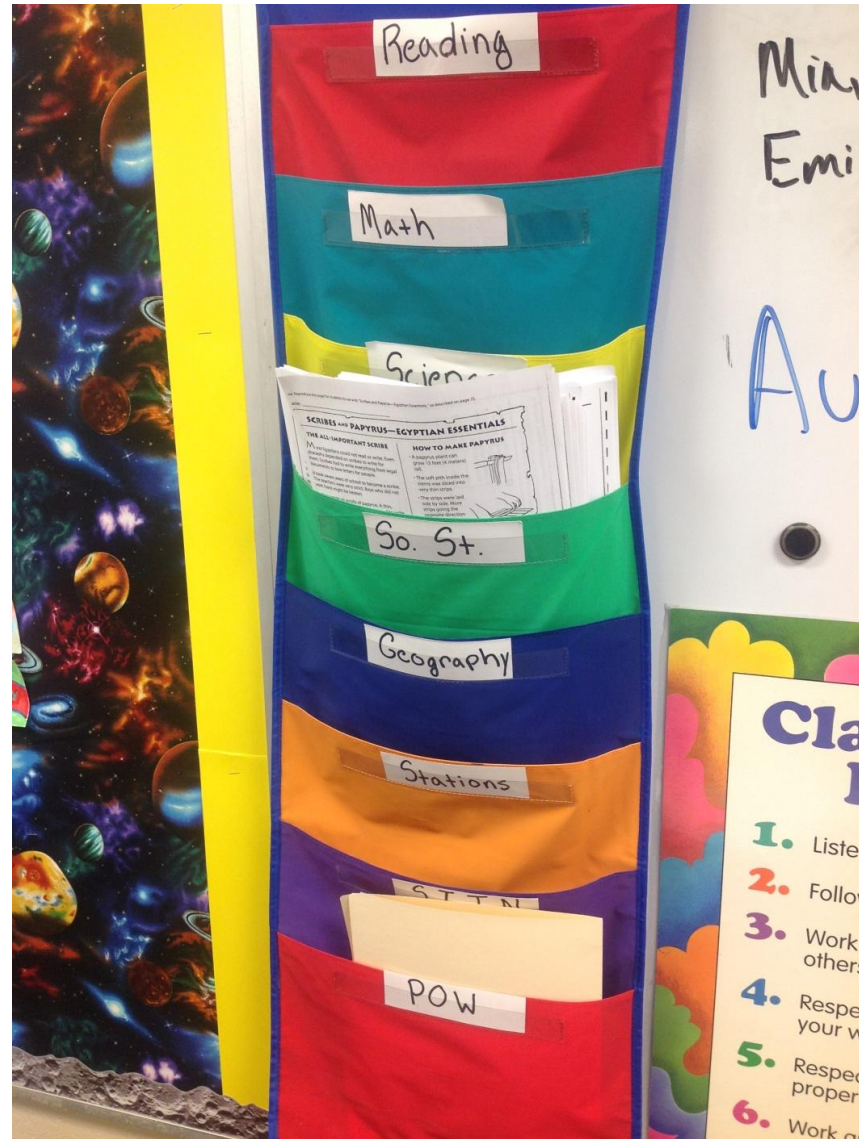
## Hand Outs

Make sure students know where handouts are

Organize by subject or day

Make students jobs to be distributors

Keep it clean!!!



# Student Lead Classroom

Have a place in your room for the students:

To record hot and cold lunch

No Names

Attendance



# Student Lead Classrooms

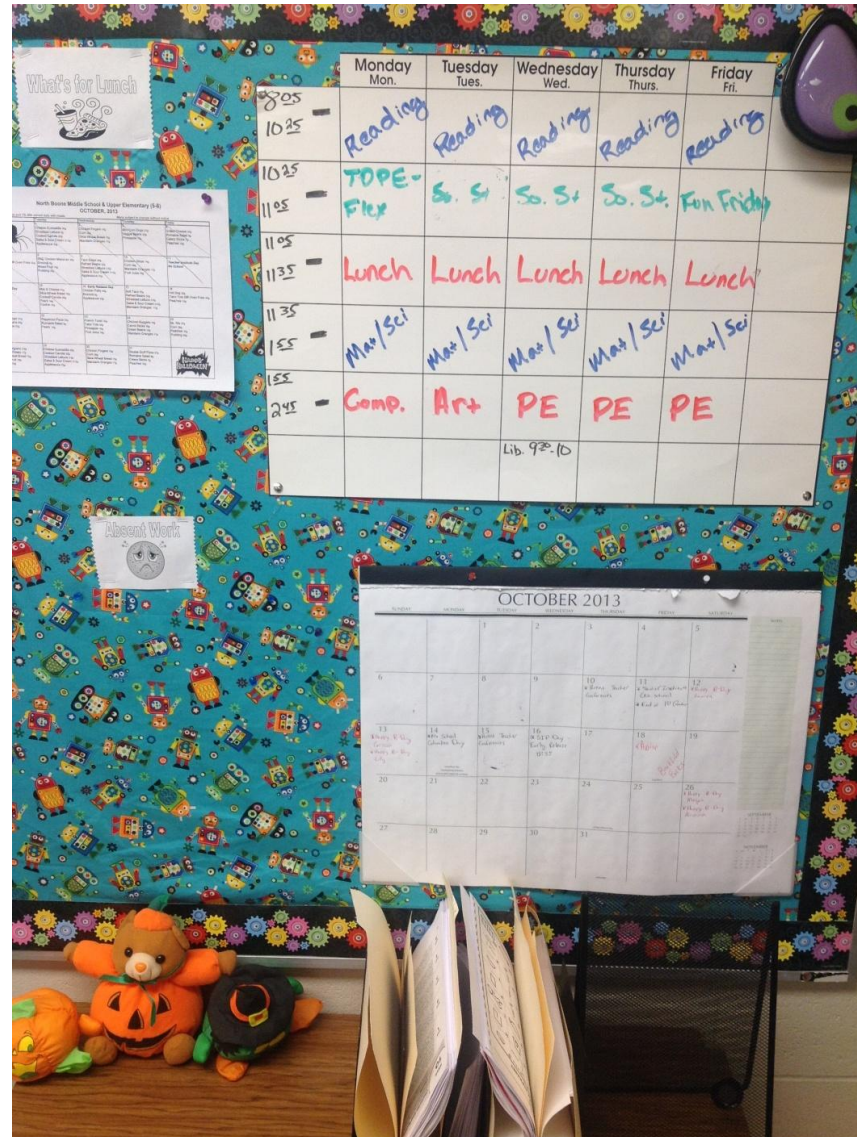
Have a place in the classroom where:

The weekly schedule is posted

Monthly events are posted

Absent work posted

Lunch calendar is posted





# Math / Science Area

Math Supplies

Calculator

Science Supplies

Rulers

Markers

Math Journals

Clipboards





# Reading / Writing / Grammar Area

Grammar

Spelling Journals

RRJ

Writing

Geography

Topic Journals

Figurative Language





# Math & Reading Station Folders

## Math:

These station folders are used to store the weekly group explore work. They never go home and the work is always due on the last day of the week.

## Reading:

These station folders are used to store the weekly station work for guided reading. They always have their WTW in a baggie. A piece of text we are focusing on that week.

Every student also has a reading and math binder tabbed out with topics.





# Station Rotation Chart

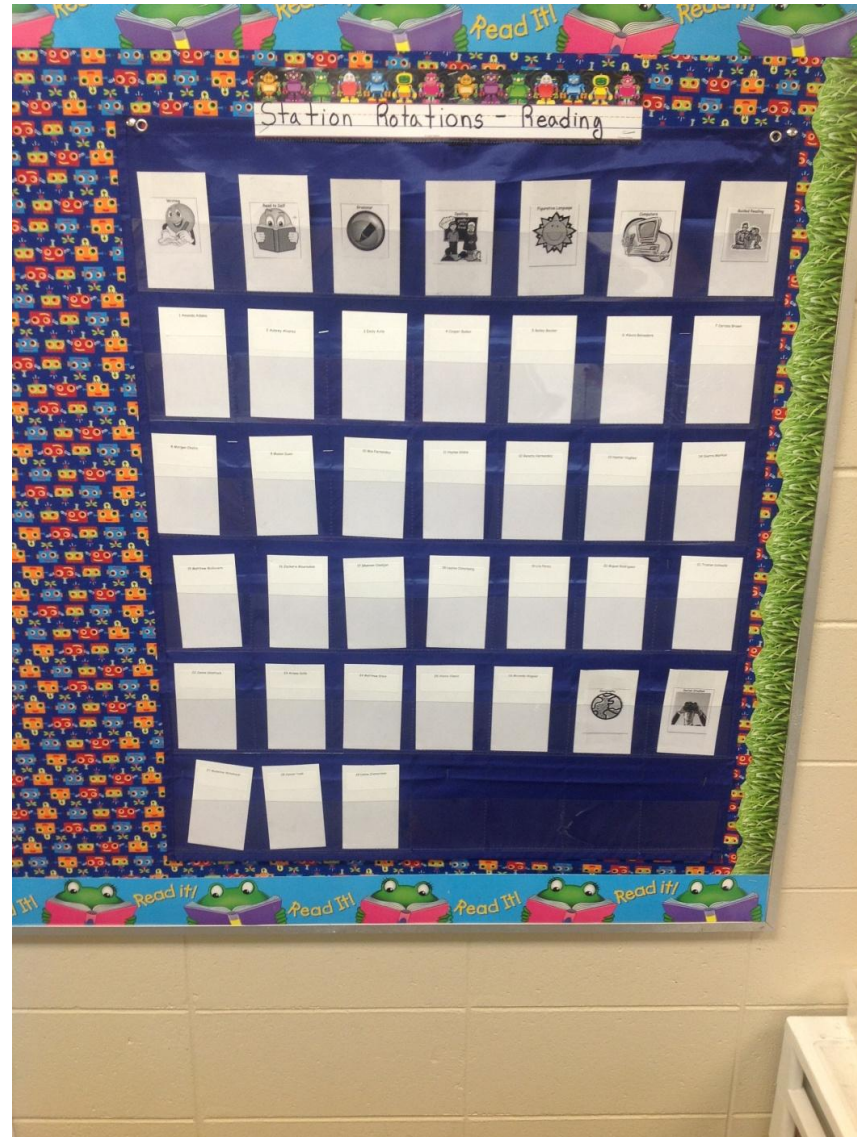
Not to be implemented unless classroom routines are solid

As they rotate from station to station, they have to move their cards

Only a certain amount of people are allowed at a station at a time

Some station are mandatory  
“Must do’s”

Areas of the room are assigned for the different stations







# Returning work to students

Filers

Number and names

They always turn homework in according to their numbers their for filing goes quick

My filers usually finish in about 10 minutes

Papers go straight into take home file

RC quizzes every Friday (Parent sign)

Grade check (Every other Friday)





# Student Files

Student archives

Latest MAP's test

AIM s Web

Copies of Math Unit Tests

Copies of Reading Unit Test

Writing Samples

F and P's

WTW Results



# Robot Behavior Chart

Fun Friday

Auction

Contract

Parent Communication

Known Consequences

Known Rewards

PBIS Monthly Rewards

Catch them being good!!!





# Incentives

Every RC quiz passed = 5 Dollars

Every HW assignment turned in = 1 Dollar

More things to earn currency

Viking Vouchers = Viking Vault

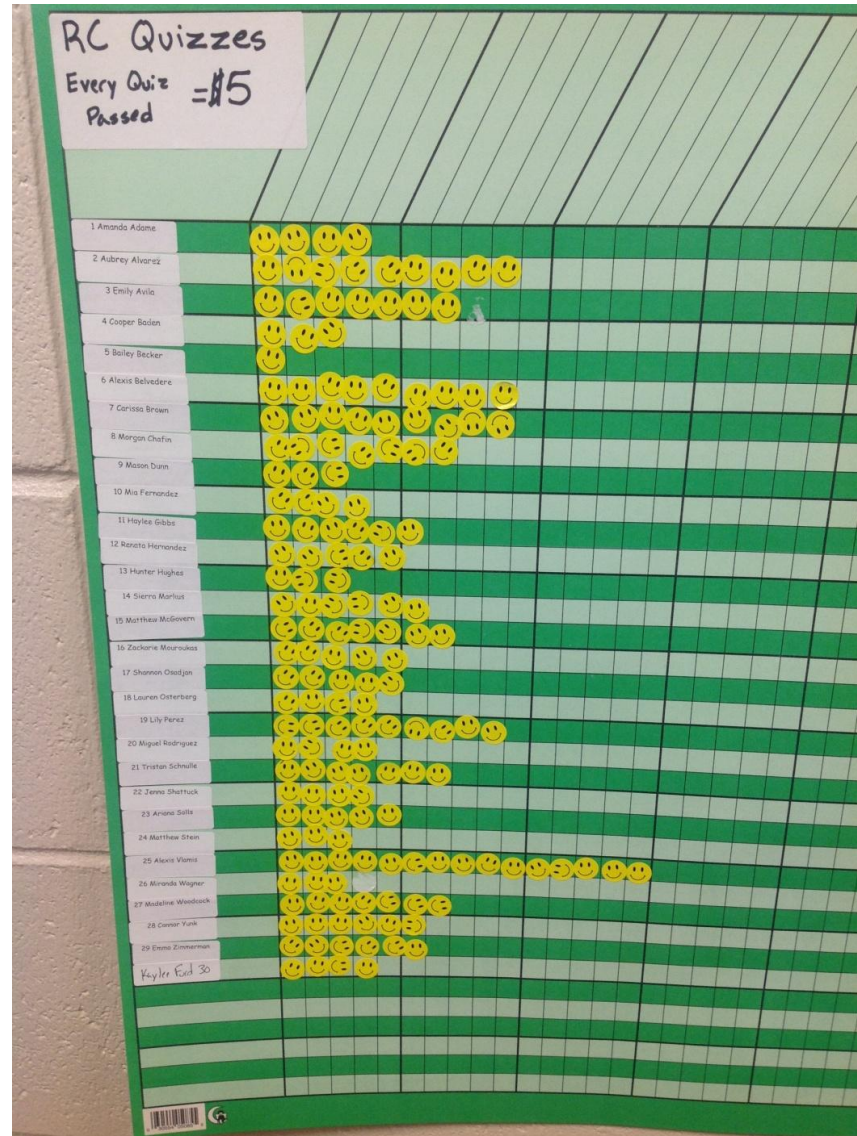
Auction every 4 weeks

Fun Friday

RC Reward at the end of the quarter

Viking Pride Student

Positive get results !!!!





# Forms

Make sure students know where to find forms and how to fill them out!!!

Absent form

Late Form

Bathroom Form

Classroom Library Form

Reading Log

Name of Absent Student: \_\_\_\_\_

Date(s) of Absence: \_\_\_\_\_

Math Assignments:	Reading Assignments:
Science Assignments:	Social Studies Assignments:

Notes:

\_\_\_\_\_  
\_\_\_\_\_

Teacher Notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Small Group Area

Need a place for:

RTI

Guided Reading

Math Groups



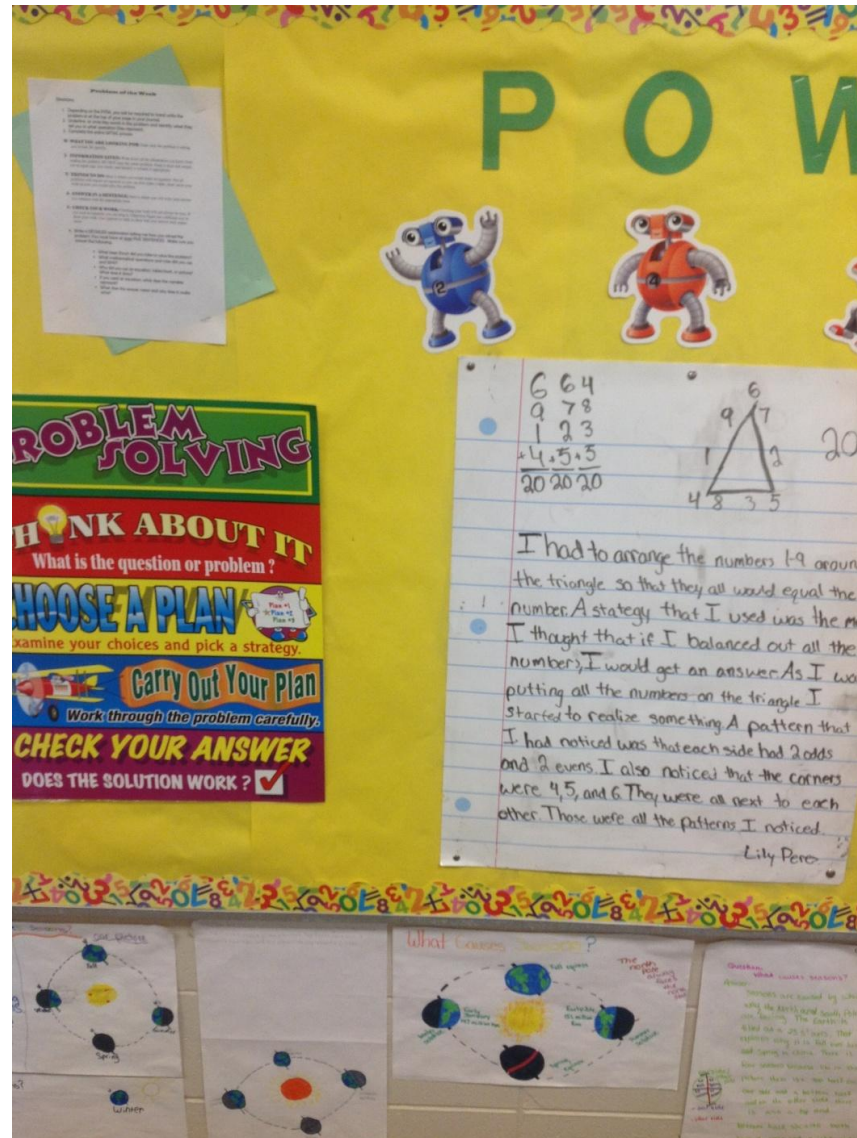


# Student Bulletin boards

Have a place to show student work

Make it a classroom routine

Make it student lead





# Pencils

Classroom Job

Never sharpened  
during the day

Routine



# Teacher Materials

Organized according to  
subject

I like using bins ☺





# Teachers Desk

Keep Clean

Manage the PILE

Have a filing system

Keep Work (Don't re  
create the wheel)



# Links



- [Website](#)