



LEARN  
*from*  
HOME



# WATRINS-NANCE ELEMENTARY SCHOOL

This document provides expectations included in our PBIS Digital Classroom Management Plan

- ✓ Prepared for class
- ✓ Log in on time
- ✓ Dress appropriately
- ✓ Collaborate with peers
- ✓ Take care of DLE device
- ✓ Complete all assignments

**DIGITAL**  
CITIZENSHIP

## Watkins-Nance Elementary School PBIS Digital Classroom Management Plan

### ROCKETS

<p>I will value others. I will act with honesty and integrity. I will model positive behaviors and attitudes.</p>	<p>I will make decisions that contribute to a positive learning environment. I will resolve conflict effectively and appropriately. I will follow school rules and procedures.</p>	<p>I will do my personal best. I will set goals and persevere to achieve success.</p>	<p>I will be prepared and ask questions. I will take responsibility for my own actions.</p>
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### Classroom Procedures

<p>Starting the day</p>	<ul style="list-style-type: none"> <li>● Follow the daily schedule</li> <li>● Be an active participant in the learning</li> <li>● Find a quiet area to help you focus</li> <li>● Log in at least 5 minutes prior to class</li> <li>● Gather any/all materials needed for class</li> </ul>
<p>Entering class</p>	<ul style="list-style-type: none"> <li>● Report to class on time; Tardies &amp; absences are to be documented in Power School</li> <li>● Use the Teams app to access classes</li> <li>● Have cameras on and microphones muted upon entering class</li> <li>● Make sure that you are properly dressed before entering Teams</li> <li>● DLE device should be fully charged or plugged in beforehand</li> </ul>

During class	<ul style="list-style-type: none"> <li>● Be an active participant in the learning</li> <li>● Have cameras on at beginning &amp; end of class</li> <li>● Complete the daily Do Now assignment</li> <li>● Use the chat and hand wave feature to respond</li> <li>● Take notes on important information</li> </ul>
Communication	<ul style="list-style-type: none"> <li>● Use the chat and/or hand wave feature to respond.</li> </ul>

	<ul style="list-style-type: none"> <li>● Ask questions for clarification</li> <li>● Use the “Chat” and “Wave” feature when asked</li> <li>● Communicate with others in a respectful manner</li> </ul>
Working independently	<ul style="list-style-type: none"> <li>● During independent work time: <ul style="list-style-type: none"> <li>○ Focus on the task at hand</li> <li>○ Follow given directions</li> <li>○ Work on completing independent assignment</li> <li>○ Check over completed work before submitting it</li> </ul> </li> <li>● Be productive; Ask for help if you need it</li> </ul>
Working in groups	<ul style="list-style-type: none"> <li>● All assignments are individual and/or group unless otherwise noted</li> <li>● Completing assignments for others is considered cheating and will result in consequences (1 chance to retake, then 0’s for both parties)</li> <li>● Group members are expected to be polite, helpful, on task, and focused on work completion</li> </ul>
Asking for assistance	<ul style="list-style-type: none"> <li>● Use “raise hand” feature to speak or chat feature to ask questions</li> <li>● There are no stupid questions - if you are wondering about it, others probably are too</li> </ul>

Transition procedures (in between classes)	<ul style="list-style-type: none"> <li>● At the end of each Teams class: <ul style="list-style-type: none"> <li>○ Ensure that all assignments have been submitted Calendar</li> <li>○ Use restroom if needed</li> <li>○ Gather any/all materials needed for next class</li> </ul> </li> </ul>
Technology	<ul style="list-style-type: none"> <li>● Come to class with a charged DLE device every day</li> <li>● Follow the school's Acceptable Use Policy</li> <li>● Any inappropriate use of technology will result in consequences. (1st - warning, 2nd- loss of incentives and parent contact, 3rd - loss of incentives for the week and parent contact, 4th - loss of incentives for the quarter and parent contact.)</li> <li>● No cell phone use in class - for any reason</li> </ul>
Grading	<ul style="list-style-type: none"> <li>● Grades are updated weekly in Parent Portal</li> </ul>

	<ul style="list-style-type: none"> <li>● There will be at least graded assignments each week</li> <li>● Parents will be contacted for each failed D/F grade <ul style="list-style-type: none"> <li>○ A 100- 90</li> <li>○ B 89 - 80</li> <li>○ C 79 - 70</li> <li>○ D 69-60</li> <li>○ F below 60</li> </ul> </li> </ul>
Finding Class Information	<ul style="list-style-type: none"> <li>● The Learning Target, Do Now, and Agenda will be provided daily</li> <li>● Assignments will be on Teams each week.</li> </ul>

Submitting class work	<ul style="list-style-type: none"><li>● Classwork will be turned in electronically:<ul style="list-style-type: none"><li>○ Submit work per teacher's instructions</li><li>○ You may turn it in on Teams Classroom</li></ul></li><li>● Always put your name on EVERY assignment</li></ul>
Leaving the classroom	<ul style="list-style-type: none"><li>● The teacher will dismiss all students from Teams when class has ended</li><li>● Do not leave until the teacher has dismissed the class</li><li>● Ensure that you have everything that you need before leaving class</li></ul>