

Systems for Success

(Scroll down for [Class Calendar - 1/9](#))

Every day: Be grateful. Recognize and celebrate successes. State our Habit of the week.

1. **Daily Checkup.** Log-in to Student Access.
 - a. Look at grades and missing assignments. Update planner. Keep student access open.
 - b. Complete: 1) daily planner assignments, 2) those marked missing, then 3) assignments with an asterisk (*).
2. **Organization.** Bring your planner to every class and write every assignment in your planner. Keep planner open and visible.
 - a. Get a stamp when you have written in your planner for every class.
 - b. Get a stamp when you have 0 missing assignments.
3. **Prioritization.** Use the A1 coding system to prioritize work.
 - a. Label tasks with an A, B, or C.
 - b. Anything with an A has to be done today, B has to be done within a week, and C within a month or longer.
 - c. If you have more than one A, then label them with 1, 2 or 3 to prioritize within that category.
 - d. Cross tasks off when they are done.
 - e. Circle items that need to go home with you at the end of the day.
4. **Accountability.** Use the second to last box of the day to record what you do each day in ETS. (The last box is for stamps)
5. **Self Discipline.** At home: Keep your homework in your backpack at home whenever you are not working on it so you will always have your completed work at school. Do homework on the first day it is assigned. Restrict privileges until it is done. You'll be happier in the long run.
6. **Communication.** Check [Teacher Notes/Communication](#)
7. **Reward Yourself:** Brainstorm! Celebrate when you are on track with your goals and get rewards for stamps. (Snacks? Play? Prizes-3 Doors?)*
8. Scroll down to current date for specific details.

Day	Tasks	Details
Monday	Set learning/grade goals for each class by writing those goals on your print out.	<p>Weekly: Log in to Student Access and print out your grades. Right click next to your name in red. Print to Rm 78. Circle any grades where you are falling short and write at least one sentence explaining what you will do to make progress toward your goal. Identify all missing assignments and write a plan to finish. Use Hawk's Homework as needed.</p> <p>Make it a goal to homework with diligence tonight!</p> <p>What do you hope you can say at the end of the week? See missing assignment graph.</p>
Tuesday	Planner Best Practices 3-Minute Motivation Share successes.	<p>Share on Goal Setting & Success board. Reflect on yesterday's goals and priorities and follow through.</p>
Wednesday	7 Habits of Highly Effective Students	Discuss and apply. Share tip with teachers, parents, friends to help hold you accountable, and maybe you can help them too!
Thursday	Review your personal goals	<p>Weekly goal review. Consider how doing well in school will help you achieve your personal goals</p>
Friday	Organization/Lockers	<p>Count and total your stamps for the week. Clean, organize, prepare to succeed. Mondays we will do a missing assignment graph.</p>

If you're done early, how can you be a good team player?
What motivates you to be successful?

Calendar

11/12	Introductions, log in, student access, grades, goals, systems	
11/13	<p>Reinforce planner use and 0 missing assignments with a stamp and public recognition.</p> <p>Review system for prioritizing work in planner (A1 method), crossing off finished items, circling items that need to go home.</p> <p>Share successes, work on homework</p>	
11/14/18	<p>System - Log in every day to check grades and missing assignments.</p> <p>Habit 1: Be proactive.</p> <p>Goals: On time? Write in planner every day?</p> <p>Homework.</p>	
11/15/18	<p>Log in</p> <p>Review our Habit 1:</p> <p>Review our checklist</p> <p>Planner tomorrow - THANKSGIVING LIST.</p> <p>PLAN now - when will you do it? Friday night? Saturday morning?</p> <p>Commit, follow through, get a sticker & a Hawk Award.</p>	
11/16	<p>Yellow Parent Letter</p> <p>Planner - Missing Work/prioritize/schedule</p>	
11/27	<p>Be on time.</p> <p>Go right to work at bell. I will call you up.</p> <p>Planner Check:</p> <p>Do you have assignment written for every core class?</p> <p>Is it easy to read?</p> <p>Do you know your A1, A2, etc?</p> <p>How are you prioritizing your work?</p>	
11/28	<p>1. Log in to Student Access. Keep the screen showing.</p> <p>2. Go right to work on your A1 item.</p> <p>3. Mini-conferences/stamps.</p> <p>4. Be proactive.</p>	

11/29	<p>Celebrate successes - being proactive! How will doing well in school help you achieve your personal goals? Write goals in planner!</p> <p>All kids have math due tomorrow! Tyler - Test and Study Guide for Math today! Chayne - Sack's instructions</p> <p>End: Tyler to Tschetter All: Homework circled?</p>	
11/30	Who was proactive?	
12/3	<ul style="list-style-type: none"> • Right-click to print student access. • Write goals in planner - know your strengths and weaknesses &, monitor. • Repeat "Be Proactive." Set written goals in back of planner. • Be proactive how? Give examples. <p>Success stories: All have and are using planners! All check with teachers if/when they've been absent and come with a mindset to get caught up quickly.</p> <p>Tyler R. - (In folder) Work on your Math test after reviewing the study guide. Look at C on page two of study guide so you can do C on page 2 of test. Turn test into Mrs. T before end of period. Have timed mini goals</p> <p>Tarin - Thank you for your quotes on kindness https://sway.office.com/kSAYXL6nEDGbZsOE?ref=email</p>	
12/4	<p>Planner - let's look at the A1's and get right to work. Success stories. Mini-conferences. Discuss attendance and missing assignments.</p>	

12/5	A1's Mini-Conference	
12/6	<p>Habit 1: Be proactive.</p> <p>I am a responsible person. I take initiative. I choose my actions, attitudes, and moods. I do not blame others for my wrong actions. I do the right thing without being asked, even when no one is looking.</p>	
	<p>Habit 2: Begin with the End in Mind.</p> <p>I plan ahead and set goals. I do things that have meaning and make a difference. I am an important part of my classroom and contribute to my school's mission and values.</p>	
12/7	<p>A1's: Math</p> <p>Sit at assigned tables or computers</p> <p>What is your A1?</p> <p>Cyra - on computer</p> <p>Nate - Math</p>	
12/14	Come prepared to class. What strategies do you need to use?	
12/17	<ul style="list-style-type: none"> Be proactive. Meet at door. Being Proactive means you think ahead about what you will need. Do you have all materials you need to be prepared? How can you accomplish this? (Planner, Circles? A1?) Other goals: What is "good enough?" Learning balance. What is Habit 3? 	
12/19	<p>Put First Things First</p> <p>How would it feel to come back with no missing assignments?</p> <p>How to prioritize:</p> <p>Current Work</p> <p>Missing Work</p> <p>Lowest grade - largest weighted assignment (or if you just have a little time a small assignment)</p> <p>Make up your mind to have some fun with it. Be curious, be grateful for school</p> <p>Kelli & Tyler - Good Morning! Thanks for the email. I show Kelli Payne, Tyler Rowland do not have their crossword puzzles done. I several no names so that might be theirs. However, if they are not done tomorrow they do not get to test our gingerbread houses, they will need to work on the puzzles instead.</p>	

12/20	Chrismtas Break Plans	
12/21	Get homework ready Cyra - SRI & SMI Kelli - Biography poster Gift exchange	
1/7	Cyra - SRI & SMI Kelli - Biography poster Strengths, Weaknesses & Goals: https://docs.google.com/document/d/1kg1i5LzZKBitwSraVWDP-Ez9QOuhuzajH3noGrz3ZbEc/edit?usp=sharing	
1/8	Print Grades Get right to work Purple sheets/grades/mini-conferences	
1/9	What's your A1 - Walk in and know! Sit alone Sign-out - use your planner (Get intitials) and sign-out sheet Locker clean-out today or tomorrow	
1/10	<p><u>Jaxon</u></p> <ul style="list-style-type: none"> ● Resource Page <ul style="list-style-type: none"> ○ Due Tuesday ● NO MISSING WORK! :) <p><u>Cheyne</u></p> <ul style="list-style-type: none"> ● Resource Page <ul style="list-style-type: none"> ○ Due Monday ● Missing <ul style="list-style-type: none"> ○ Novel Projects <p>Argumentive Packet . We took things slow through this project. Now it's all piled and piled up. The main work is done with the packet. Now it's just putting it together in a word document.</p>	

	Math Green Sheet - homework tonight	
1/11	Show me your A1 for today Show me what you wrote in your planner yesterday for ETS Refer to yesterday	
1/12	<p>Show me your A1 for today What homework do you have? Jaxon</p> <ul style="list-style-type: none"> ● Resource Page <ul style="list-style-type: none"> ○ Due Tuesday ● NO MISSING WORK! :) <p>Cheyne</p> <ul style="list-style-type: none"> ● Resource Page <ul style="list-style-type: none"> ○ Due Monday ● Missing <ul style="list-style-type: none"> ○ Novel Projects <p>Resource Page: Cheyne and Jaxon Progress Check: How have your skills improved this semester? What are you better at now that you were before? What is keeping you from having all A's and B's? EXIT SLIP</p>	
1/15	Progress Check forms? Cyra - SS folder How to prioritize using Student Access	
1/16	<p>Complete self-assessment. Turn in, then tape inside of planner.</p> <p>Examples of the 7 Habits. What can we focus on? 7 Habits - actions What does it mean to be focused? Is focusing hard or easy for you? What strategies do you use?</p> <p>Coming up: January 17 - pep assembly at 2:10 No alter schedule.</p>	
1/17		
New	<u>Guidesheet for front of planner - bright paper</u>	

quarter	<p><u>“The Big 3” for all - Planner? Prioritizing? Planning (HW etc/visualizing)?</u></p> <p><u>New QUARTER!!!</u></p> <p><u>Lets apply our skills to avoid having any missing work!</u></p>	
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7 Habits of Highly Effective Students

Habit	Optional: Hand motions to help remember the habits
Habit 1: Be proactive. I am a responsible person. I take initiative. I choose my actions, attitudes, and moods. I do the right thing without being asked, even when no one is looking.	Habit 1: Be proactive. I am a responsible person. I take initiative. I choose my actions, attitudes, and moods. I do the right thing without being asked, even when no one is looking. (Thumb to chest)
Habit 2: Begin with the End in Mind. I plan ahead and set goals. I do things that have meaning and make a difference I am an important part of my classroom and contribute to my school's mission and values.	Habit 2: Begin with the End in Mind. Begin (point to feet) with the end (both hands point to sky) in mind (point to your head).
Habit 3: Put First Things First. I spend my time on things that are most important. This means I say no to things I know I should not do. I set priorities, make a schedule, and follow my plan. I am disciplined and organized.	Habit 3: Put First Things First. HOld up your index finger each time you say the word "first."
Habit 4: Think Win-Win. I balance courage for getting what I want with consideration for what others want. When conflicts arise, I look for a win-win solution.	Habit 4: Think Win-Win. Think (point to your head) Win (one hand out, palm open) Win (the other hand out, palm open.)
Habit 5: Seek First to Understand, Then to Be Understood. I listen to other people's ideas and feelings. I try to see things from their viewpoint (paradigm). I listen to others without interrupting. I listen with my ears, my eyes, and my heart. I am confident in voicing my ideas.	Habit 5: Seek First to Understand, Then to Be Understood. (PLace hand over your brow like you're looking over the horizon, then cup both hands behind your ears.)
Habit 6: Synergize. I value other people's strengths and learn from them. I get along well with others, even people who are different than me. I work well in groups. I seek out other people's ideas because I know that by teaming with others, we can create better solutions than any one of us could alone. I look for Third Alternatives.	Habit 6: Synergize. (Put your hand out toward the opposite forearm and grab your forearm. Then shake your arms up and down like a "mixer.")
Habit 7: Sharpen the Saw. I take care of my body by eating right, exercising, and getting enough sleep (body). I learn in lots of ways and lots of places, not just at school (brain.) I spend time with family and friends (heart). I take time to find meaningful ways to help people (soul). I balance all four parts of myself.	Habit 7: Sharpen the Saw. (Pretend you are sharpening a tree.)

***REWARDS**

<u>Cyra</u> Hawk awards Play games on computer Cookies, donuts, sweets Free time Take pictures of things	Kelli Help around the house or go outside and play	Jaxon Go outside Hawk awards Snacks Games