

## McClelland Matrix 2019-2020

- Life Goals:**
- 1) I can make good choices even if I am mad.
  - 2) I can be okay even if others are not okay.
  - 3) I can do something even if I don't want to (or if it's hard).

Common Area	Student Expectations	Adult Expectations
<b>Classroom</b>	Respectful <ul style="list-style-type: none"> <li>● Follow directions the first time given</li> <li>● Raise your hand for permission to talk or leave your seat</li> <li>● Use kind words</li> </ul>	
	Responsible <ul style="list-style-type: none"> <li>● Take care of classroom and personal belongings</li> <li>● Try to ignore, then use your words when you have a problem</li> </ul>	
	Be Safe <ul style="list-style-type: none"> <li>● Keep hands, feet and all other objects to yourself</li> </ul>	
<b>Restroom</b>	Respectful <ul style="list-style-type: none"> <li>● Wait in line silently until directed by teacher to enter the restroom</li> <li>● Go in the restroom empty handed</li> <li>● One student per stall</li> <li>● Feet stay on the floor</li> <li>● Use the restroom quickly and quietly</li> <li>● Flush the toilet when finished</li> <li>● Unlock the restroom door</li> <li>● Give everyone privacy</li> </ul>	<ul style="list-style-type: none"> <li>● Staff will re-teach restroom etiquette</li> <li>● When taking a whole class restroom break, send a maximum of 4 students into the restroom at a time</li> <li>● When sending students from the classroom to the restroom, only send one student at a time</li> <li>● Create and teach the plan for being in the restroom line in hallway</li> </ul>
	Responsible <ul style="list-style-type: none"> <li>● Wash hands silently with 2 squirts of soap and water</li> <li>● Dry hands with 2 paper towels</li> <li>● Throw paper towels in the garbage can</li> </ul>	

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<b>Restroom</b>	<ul style="list-style-type: none"> <li>• Leave the restroom silently</li> <li>• Return to the spot directed by teacher</li> </ul>	
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>• Notify an adult about a mess or problem you can't handle yourself</li> </ul>	
<b>Water Fountain</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>• Quickly get a drink from water fountain (no more than 7 seconds) "1,2,3 that's enough for me!"</li> </ul>	<ul style="list-style-type: none"> <li>• Reteach and remind students of water fountain expectations</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>• Do not touch your mouth to the water fountain</li> <li>• Keep hands out of the water fountain</li> </ul>	
	<p>Safe</p> <ul style="list-style-type: none"> <li>• Keep water in your mouth and swallow the water</li> </ul>	
<b>Hallway</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>• Level Zero</li> <li>• Hands at your side</li> <li>• Both hands at your side (can be individualized for specific students)</li> <li>• All eyes forward</li> <li>• Every student is walking facing forward</li> <li>• Students are silent in the hallway (no words or sounds)</li> <li>• Low speed</li> </ul>	<ul style="list-style-type: none"> <li>• Staff will positively enforce safety and hallway expectations</li> <li>• When a student is not following the expectations in the hallway, stop the student and reteach or remind</li> <li>• Look for opportunities to help other adults with students in the hallway</li> <li>• Staff will follow HALL expectations in the hallway</li> </ul>

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<b>Hallway</b>	<ul style="list-style-type: none"> <li>● Walking slowly and feet are silent</li> <li>● When greeting someone in the hallway, use a smile and/or silent wave</li> </ul>	<ul style="list-style-type: none"> <li>● Keep all students in sight by walking in the center of class line, not at the beginning or at the end</li> <li>● Keep class in designated area</li> <li>● Guide students to stop at posted stop signs</li> <li>● Look to reward your class and other classes in the hallway</li> <li>● Encourage silent celebrations with students</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>● *Follow the rules even when by yourself in the hallway</li> <li>● When a school adult addresses you, stop, look, and listen to that adult</li> </ul>	
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>● Stop at all hallway stop signs</li> <li>● Get to where you are going safely by walking</li> </ul>	
<b>Playground</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>● When going out to the playground:             <ul style="list-style-type: none"> <li>○ Be in class line order</li> <li>○ Use Level Zero</li> <li>○ Use HALL expectations</li> </ul> </li> <li>● On playground:             <ul style="list-style-type: none"> <li>○ Follow directions from all adults the first time given</li> <li>○ Use kind words</li> <li>○ Take turns</li> <li>○ Keep hands and feet to yourself</li> </ul> </li> <li>● When going into the school:             <ul style="list-style-type: none"> <li>○ When the whistle blows or bell rings, immediately walk to line up outside</li> <li>○ Line up in line order</li> <li>○ Use Level Zero before entering building</li> <li>○ Inside building use HALL expectations</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Line students up in class line order to go to playground</li> <li>● Reinforce and model HALL expectations on the way to the playground</li> <li>● Staff will greet their class positively when picking up their students</li> <li>● Teachers will arrive on time to pick up their class</li> <li>● Reinforce and model HALL expectations once entering the building with class</li> <li>● Playground staff will arrive to playground on time</li> <li>● Playground staff will stay in their designated area</li> <li>● Playground staff will actively monitor students at all times</li> <li>● Playground staff will communicate/report problems to appropriate people</li> </ul>

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<b>Playground</b>	<p>Responsible</p> <ul style="list-style-type: none"> <li>● <u>Slide:</u> <ul style="list-style-type: none"> <li>○ One at a time</li> <li>○ On your bottom</li> <li>○ No pushing</li> <li>○ Sit down right away</li> <li>○ Get off right away at bottom of slide</li> <li>○ No running up the slide</li> </ul> </li> <li>● <u>Little Playground Set:</u> <ul style="list-style-type: none"> <li>○ One at a time on the slide</li> <li>○ Go down slide only on bottom</li> <li>○ If on monkey bars, all students go the same way from middle out</li> <li>○ No going underneath to hand out</li> </ul> </li> <li>● <u>Swings:</u> <ul style="list-style-type: none"> <li>○ Sit on swings correctly</li> <li>○ No running underneath</li> <li>○ No twisting the swings</li> <li>○ No jumping off of the swings</li> <li>○ No making a couch with two swings</li> </ul> </li> <li>● <u>Monkey Bars:</u> <ul style="list-style-type: none"> <li>○ Do not sit on top of monkey bars</li> <li>○ All students go the same way on monkey bars</li> </ul> </li> <li>● <u>Back Playground:</u> <ul style="list-style-type: none"> <li>○ Only 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders allowed and only when an adult is on duty there</li> <li>○ Take care of all playground equipment</li> <li>○ Ask an adult on duty to use the restroom</li> <li>○ Line up with the whistle or bell</li> <li>○ No cell phones on playground</li> <li>○ Place coats, lunch boxes, water bottles on yellow line</li> </ul> </li> </ul>	
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<b>Playground</b>		
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>● Keep hands, feet, and all other objects to yourself</li> <li>● Do not throw wood chips</li> <li>● Avoid the area with the bike rack</li> <li>● Avoid the fenced in area</li> <li>● If injured or sick, ask an adult on duty to go to the nurse and the nurse will be radioed</li> <li>● Report a problem right away to an adult on duty, let the adults help you solve the problem</li> </ul>	
<b>Lunch</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>● When entering the cafeteria:             <ul style="list-style-type: none"> <li>○ Face forward in lunch line</li> <li>○ Hands at your side</li> <li>○ Use Level One voice</li> </ul> </li> <li>● When sitting at the table:             <ul style="list-style-type: none"> <li>○ Keep hands on table and feet underneath the table</li> </ul> </li> <li>● When going from playground to cafeteria:             <ul style="list-style-type: none"> <li>○ Walk to line up outside when the whistle blows</li> <li>○ Walk along the black line in the cafeteria</li> <li>○ When in line keep hands to self and face forward</li> <li>○ Pay attention in line</li> </ul> </li> <li>● When going from the cafeteria to the playground:             <ul style="list-style-type: none"> <li>○ Wait for your table to be dismissed by an adult</li> <li>○ Line up in a single file line</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Line students up in class line order to go to the cafeteria</li> <li>● Reinforce and model HALL expectations on the way to the cafeteria</li> <li>● Staff will arrive on time and pick up students on time</li> <li>● Staff will walk students directly into their designated area</li> <li>● Staff will ensure students are where they should be</li> <li>● Focus on positives</li> <li>● Remind students of their cafeteria expectations</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>● All students must have all materials (lunch box, jackets,</li> </ul>	

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<b>Lunch</b>	<ul style="list-style-type: none"> <li>gloves, etc) before leaving the classroom</li> <li>● No student is allowed to go back to the classroom to get something</li> <li>● Clean up after yourself</li> <li>● Sit at your assigned table</li> </ul>	
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>● Keep hands and feet to yourself</li> <li>● Leave cafeteria only with permission</li> <li>● Remain seated at all times until dismissed by an adult</li> </ul>	
<b>Inside Recess</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>● As a class, walk silently (Level Zero) in a straight line to your classroom</li> <li>● Follow directions from all adults</li> </ul>	<ul style="list-style-type: none"> <li>● Staff will arrive on time and pick up students on time</li> <li>● Staff will walk students directly into the cafeteria</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>● Participate in a teacher-approved activity</li> <li>● Clean up after yourself</li> </ul>	
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>● Stay seated</li> </ul>	
<b>Assemblies</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>● Entering the assembly:             <ul style="list-style-type: none"> <li>○ Be in class line order</li> <li>○ Enter at Level Zero voice</li> <li>○ Hands to self</li> <li>○ Facing forward</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Staff will pre-teach assembly expectations</li> <li>● Staff will seat students where they can be successful</li> <li>● Staff will actively monitor students during assembly</li> <li>● Staff will be an active participant in the</li> </ul>

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<b>Assemblies</b>	<ul style="list-style-type: none"> <li>○ Walking</li> <li>○ Follow directions the first time given</li> <li>● In assembly:             <ul style="list-style-type: none"> <li>○ Eyes and ears on the speaker</li> <li>○ Remain seated criss-cross with hands in lap and feet to yourself</li> <li>○ Level Zero voice</li> <li>○ Respect personal space of others</li> </ul> </li> <li>● Leaving assembly:             <ul style="list-style-type: none"> <li>○ Get in class line order</li> <li>○ Level Zero voice</li> <li>○ Keep hands to self</li> <li>○ Face forward</li> <li>○ Walk out of assembly</li> <li>○ Follow directions the first time given</li> </ul> </li> </ul>	<p>assembly</p> <ul style="list-style-type: none"> <li>● Send one boy or one girl at a time to restroom if needed</li> <li>● Staff will stay with their class</li> <li>● Ask a colleague to watch your class if you need to step out and check on a student</li> <li>● Communicate with colleagues as needed for student success</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>● In assembly:             <ul style="list-style-type: none"> <li>○ Follow adult directions given the first time</li> <li>○ Stay with your class in designated area of the gym</li> <li>○ Ignore talking and other distracting behaviors</li> <li>○ Model acceptable behaviors</li> </ul> </li> </ul>	
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>● Walk and stay with class</li> <li>● Remain quiet so you can hear directions given</li> <li>● Stay in your area</li> </ul>	

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<b>Bus</b>	Respectful <ul style="list-style-type: none"> <li>● Ignore negative behavior</li> <li>● Follow adult directions</li> <li>● Keep hands, feet, and objects to yourself</li> <li>● Use kind words and good manners</li> </ul>	<ul style="list-style-type: none"> <li>● Staff will ensure that students are in the correct bus line and get safely on the bus.</li> </ul>
	Responsible <ul style="list-style-type: none"> <li>● Get off at assigned stop</li> <li>● Follow adult directions</li> <li>● Use equipment properly</li> </ul>	
	Be Safe <ul style="list-style-type: none"> <li>● Remain seated at all times</li> </ul>	
<b>Breakfast</b>	Respectful <ul style="list-style-type: none"> <li>● Face forward in breakfast line</li> <li>● Hands at your sides</li> <li>● Use Level One voice</li> </ul>	<ul style="list-style-type: none"> <li>● Staff will supervise students at all times</li> <li>● Staff will be at assigned duty post on time</li> <li>● Establish coverage for your duty if you are going to be absent</li> <li>● Staff will positively reinforce the hallway expectations</li> </ul>
	Responsible <ul style="list-style-type: none"> <li>● Clean up all breakfast messes</li> <li>● Walk to trash can and throw away garbage</li> </ul>	
	Be Safe <ul style="list-style-type: none"> <li>● Use Level 1 voices</li> <li>● Keep hands, feet, and belongings to yourself</li> </ul>	



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<b>Arrival</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>● 4<sup>th</sup> and 5<sup>th</sup> grade students use Level 1 voices at tables in cafeteria</li> <li>● 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grade students use Level 1 voices while sitting in hallway</li> <li>● Students will return greetings from adults</li> </ul>	<ul style="list-style-type: none"> <li>● The first two weeks of school, all adults need to be in the hallway to greet students and ensure that students are following expectations</li> <li>● Be at your morning duty on time. If absent, find coverage of your spot prior to the morning of (if possible)</li> <li>● Model the behaviors that the students are to be demonstrating</li> <li>● Smile and greet students as you pass them or as they enter the building, non-verbal greetings when necessary</li> <li>● Reteach when needed "Remember, we wear two straps on our shoulders" "Remember, lips zipped in the hallway"</li> <li>● Reinforce one girl and one boy in the restrooms at a time in every designated arrival area</li> <li>● Reinforce HALL expectations when students are walking to their designated arrival area</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>● Enter building with backpack on with two straps over shoulders</li> <li>● Leave jacket on</li> <li>● Gloves and hats in pockets</li> <li>● Students who arrive before 8:10am will stand by the door, backpacks on with two straps, hands at their side, facing forward</li> <li>● Students will either go to breakfast line or designated grade level arrival area. Students cannot go to breakfast after going to grade level arrival area</li> <li>● 4<sup>th</sup> and 5<sup>th</sup> grade students are expected to sit at tables in cafeteria with backpacks on and reading *Use Level 1 voices</li> <li>● 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grade students are expected to use Level 1 voices while sitting in hallway and reading</li> </ul>	
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>● Keep hands, feet, and belongings to yourself</li> </ul>	

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<b>Dismissal</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>● Walk in a single file line</li> <li>● Follow HALL expectations</li> <li>● Use Level Zero voices</li> <li>● Wave goodbye silently to friends and adults</li> </ul>	<ul style="list-style-type: none"> <li>● Staff leading students down the hallway must have all students from the grade level to walk to the bus/ car line</li> <li>● Staff leading students must remain at a voice level zero unless correcting a student is necessary, then pull aside the student once in the gym to have a private conversation</li> <li>● Staff actively monitor students, Voice Level Zero, Model behavior students need to follow</li> <li>● Staff in charge of walkers will walk students outside, students should walk out in a single file line, not stopping for bathroom or drinks, level zero</li> <li>● Car Riders/Bus Riders/ Walkers: Positive send-off by waving or saying goodbye, tell students to have a good night, you're excited to see them tomorrow, etc.</li> <li>● Remain in classroom until dismissal is announced for both bus riders/ car riders/ and walkers</li> <li>● Afternoon duty in Sub Plans</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>● Students must have backpack on with two straps over shoulders</li> <li>● All materials must be in backpack</li> <li>● Drinks and bathroom breaks are not allowed</li> <li>● Coats, hats, gloves must be on</li> <li>● Car/Bus Line: <ul style="list-style-type: none"> <li>○ Walk quietly to your bus line or car rider line</li> <li>○ Sit criss-cross with hands in lap</li> <li>○ Use Level Zero voice</li> <li>○ Face forward at all times</li> </ul> </li> <li>● Walkers: -Walk in a single file line <ul style="list-style-type: none"> <li>○ Facing forward ---Use Level Zero voice -Two backpack loops on shoulders</li> <li>○ Coats, hats, and gloves on</li> <li>○ Students must have backpack on with two straps over shoulders</li> <li>○ All materials in backpacks</li> </ul> </li> </ul>	
	<p>Be Safe</p>	

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	<ul style="list-style-type: none"> <li>● Keep hands, feet, and belongings to yourself</li> </ul>	
<b>Coping Skills</b>	<p>Respectful</p> <ul style="list-style-type: none"> <li>● Support new students by offering your positive view of rules and daily expectations</li> <li>● Display positive helpful talk with peers and adults</li> <li>● Use respectful talk when working through a disagreement</li> <li>● Use positive self-talk</li> </ul>	<ul style="list-style-type: none"> <li>● Display appropriate talk when speaking with other adults in all school settings</li> <li>● Staff will step away from a situation when they are feeling overwhelmed and avoid making statements out of anger</li> </ul>
	<p>Responsible</p> <ul style="list-style-type: none"> <li>● When frustrated or stressed, choose to use an appropriate calming strategy</li> <li>● Recognize and understand others' point of view</li> <li>● Accept praise and consequences</li> </ul>	
	<p>Be Safe</p> <ul style="list-style-type: none"> <li>● If you see an unsafe situation, walk away and find a trusted adult for help</li> <li>● Calmly ask for a break or movement to calm down</li> </ul>	