

## **The 21 Day Plan**

### **Day 1 (Monday, September 12, 2022, E Day)**

You will introduce each of the rules for Small Group Time. Students will model the rules while the class watches.

(Remember that the Reading Area begins on Day 5 which is Friday, September 16, 2022.)

## **The 21 Day Plan**

### **Day 2 (Tuesday, September 13, 2022, F Day)**

Today students are practicing the small group rules exactly like they did on Day 1. Different students can model the different rules.

(Have you looked at the FCRR or myLexia website yet? These will help you to prepare your Reading Area for Day 5 on Friday.)

Days 1-8 of the 21 Day Plan should only take about 15 minutes.

## The 21 Day Plan

### **Day 3 (Wednesday, September 14, 2022, A Day)**

You will quickly review the rules for Small Group Time and students will still model the rules.

Today you will also give your students a task, that doesn't need a lot of explanation, to do independently at their seats. You will monitor the room, but you won't talk to your students about what they are doing. Then you will end your Small Group Time by debriefing the session with your whole class.

**Remember that on Friday, 9/16 you will be introducing your rules for the Reading Area. Think about what kind of activities your students will be engaged in. Then refine your rules from last year. Have you talked to a colleague about how Small Group Time is going and what your rules look like?**

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### **Day 4 (Thursday, September 15, 2022, B Day)**

Today you are reviewing the rules for Small Group Time and students are modeling them just as you did yesterday. By now you should notice that students are much more comfortable explaining the rules and showing how to use them. You will monitor the room while students are completing another independent activity. Set a specific amount of time to complete this activity. Remember to monitor the room and not engage with the students during this time. At the end of the time, you will debrief how students managed the independent activity. This whole process should only take 15 minutes.

Do you have a mechanism for timing your students? Some teachers set timers so that students will know when to begin cleaning up an area and teachers will know when to stop the teacher directed lesson.

How is your Word Wall progressing? By now you should have a few words added to your wall. Besides Journeys, Math, or Content Area words, you could select some Tier 2 Words from the Small Group Time Rules. Words like listen, respect, or directions might appear on your Word Wall.

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## **Day 4 Continued** (Thursday, September 15, 2022, B Day)

Today is the **last day** to formally practice Small Group Time Rules. **Make sure you have made adjustments** to your rules based on what you have learned while observing your students and your discussions during debriefing sessions.

- Have you included a rule about not being interrupted while you are working with a small group?
- Do you have a signal established to help students transition to another Area or back to their seats?
- Is there a rule regarding using the lavatory?
- Do students know not to roam around the room, and do they know what to do if they need help?

You should feel confident that your students know what to do during Small Group Instruction Time. If you feel that your students still need time to learn the expectations for Small Group Time, please see your Instructional Coach.

There is information about [Partner Reading](#) on the Reading Rockets website. This will give you ideas for establishing routines and activities for your Reading Area. You will want to read this article before you finalize your rules for the Reading Area which begins Monday. Remember that we are being encouraged to avoid Sustained Silent Reading in the Reading Area. Research tells us that reading aloud to a partner is better for building comprehension.

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## **Day 5** (Friday, September 16, 2022, C Day)

Today will be very similar to Day 1. You will introduce and explain each of the rules for the Reading Area.

Remember to include in your rules:

- The number of children who should work there.
- Appropriate use of materials in the Area.
- Accountability.

Make sure you have individual students model what the rules mean.

If you are including some form of Partner Reading in the Reading Area, make sure students have time to practice your procedures during another part of the Reading Block. (Click on this link – [Partner Reading](#) – for another informational resource on this practice).

Have you shared an idea that is working well with another colleague? Bring new ideas to Grade Level.

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**Day 6** (Monday, September 19, 2022, D Day)

**Today**, you are reviewing your rules for the Reading Area. Make sure that students can explain the rules and the importance of the rules. Choose different students to model the rules.

**Tomorrow**, the time spent on Small Group Time increases to 20 minutes. Students will have an opportunity to practice with the Reading Area. You will introduce the concept of “Must Do” activities or tasks. Make sure that you have books for students to read at the Reading Area as well as a “Must Do” activity that students can complete independently. This will be the first time that students see in your classroom how different groups of students may be working on different activities without the help of the teacher.

## **Day 7** (Tuesday, September 20, 2022, E Day)

Small Group Time increases to 20 minutes today. You will spend just a short time reviewing the rules for Small Group Time and the Reading Area, having students model the rules.

Today you will introduce “Menu” activities. Explain to students that for now there will only be “Must Do” activities.

Choose a small group of students to go to the Reading Area. This will be their “Must Do”. The rest of the students should work on 2 independent “Must Do” tasks at their seats. These tasks should need very little explanation from you.

**While you are monitoring the classroom, think about how you will post this menu of activities when all of the Areas are in full swing. What kind of rules and procedures will be most helpful to make the classroom run efficiently while you are working with a small group of students? Remember you want to devote your time to the students in front of you, and you want the rest of the students to be engaged in meaningful work.**

**End the session by debriefing with the whole class.**



# The 21 Day Plan

Extended 21-day plan developed by Sue Webster and Jeanne Cummings, Southside Elementary #93, Buffalo, NY

## **Day 8 (Wednesday, September 21, 2022, F Day)**

Today you will repeat much of what you did yesterday. You are probably spending less time reviewing and modeling the rules. This will depend on how well your students are internalizing the rules.

Choose a new group of students to work in the Reading Area as their “Must Do” task. The rest of the class will work on two new independent “Must Do” tasks.

You will continue this process until all groups have had a chance in the Reading Area. Part of your debriefing sessions should include discussing how you are able to monitor their work while they are working independently. Hopefully, you are starting to see children able to work successfully without interrupting you.

Extended 21-day plan developed by Sue Webster and Jeanne Cummings, Southside Elementary #93, Buffalo, NY

## **The 21 Day Plan**

**Day 9** (Thursday, September 22, 2022, A Day)

Today is the last day to have students practice using the Reading Area. Make sure that all students have had a chance to complete their Must Do in the Reading Area. Spend some time reviewing the rules. All students should know the rules for both Small Group Time and the Reading Area.

Are you making plans for any students who are having difficulty working independently? Are your rules explicit enough for these students? Will you differentiate the work to make it more at their level?

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### **Day 10** (Friday, September 23, 2022, B Day)

Today you are introducing the rules for the Writing Area. Make sure that you have the materials that you will need; pencils, markers, writing paper, and plain paper. You want the Area to look welcoming and like a place where your students will want to work.

Follow the same routine you have used to introduce rules for the Small Group Time and the Reading Area. Some of the rules may look similar to those you are using in the Reading Area. Students should understand the importance of each rule.

**Looking Ahead:** On Tuesday, you will increase the amount of time to 30 minutes. You will also have a group of students reading in the Reading Area while another group is working in the Writing Area. Remember to keep the first tasks in the Writing Area simple so that students will be able to complete them independently.

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## **Day 11** (Monday, September 26, 2022, C Day)

Today you are reviewing the rules for the Writing Area. Follow the same routines you used for practicing the rules for Small Group Time and the Reading Area. Make sure that students can explain the importance of the rules and have them model the rules.

Make sure that you have the materials that you will need; pencils, markers, writing paper, and plain paper for the Writing Area. You want the Area to look welcoming and like a place where your students will want to work.

**Looking Ahead:** Tomorrow, 9/27 you will increase the amount of time to 30 minutes. You will also have a group of students reading in the Reading Area while another group is working in the Writing Area. Remember to keep the first tasks in the Writing Area simple so that students will be able to complete them independently. There are many practical ideas in *Journeys* to be used in the Writing Area such as “Think Through the Text Questions”, “Dig Deeper” Activities, Leveled Books, and the Essential Question. Make rubrics available (after explicitly reviewing and practicing using rubrics) for students to evaluate their answers and help each other work on writing and ELA skills.

## **The 21 Day Plan**

**Day 12** (Tuesday, September 27, 2022, D Day)

**We are halfway through the 21 day plan**

Today your students are actually working in the Writing Area. Small Group Time is increased to 30 minutes. After reviewing the rules for Small Group Time and the Writing Area, you may choose a few students to model the rules. Then it is time to have students practice in the areas.

You will send one group to the Reading Area and one group to the Writing Area. The rest of the class should complete 2 “Must Do” tasks at their seats. Once this part of Small Group Time begins, students should work on their own without any help from you. You are monitoring the room to see if any rules need to be refined and if any children need additional help.

**Looking Ahead:** Begin getting your Listening Area ready. On Tuesday, 10/04 you will be introducing the rules for the Listening Area and sending students to 3 different Areas. (You may also have a Word Work area to practice the sorts from the LLG, work from myLexia, or a Fluency area to practice reading connected text. For beginning or struggling readers fluency practice could consist of reading sight word phrases.

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## **Day 13** (Wednesday, September 28, 2022, E Day)

Today you are repeating what you did yesterday. You are spending 30 minutes for small group time. You are quickly reviewing the rules for SMALL GROUP TIME and the WRITING AREA. Students should model some of the rules while the other students observe.

- One group of students goes to the Reading Area.
- One group of students goes to the Writing Area.
- Remainder of the class completes two “Must Do” tasks which need little explanation.

You should monitor the classroom, but you should not engage with the students. Make sure you are taking notes as to what the students are able to do and what they may still need help with. Include these points while you debrief with the students.

**Looking Ahead:** On Tuesday, 10/4 you will open the Listening Area. Make sure that your rules are ready to be introduced. You should also have an activity ready for the Listening Area. You will have students working at 3 Areas on Monday.

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### **Day 14** (Thursday, September 29, 2022, F Day)

Today you are spending a full 30 minutes for Small Group Time. You are introducing the Listening Area. *The Listening Area should not be used for the “1<sup>st</sup> Read”*. Take time to explicitly teach all of the rules for the Listening Area. Students should model each of the rules while the rest of the class watches. Make sure you have included a rule to address what students should do if any equipment malfunctions and how you want the area to be maintained. Students should be given the opportunity to model these rules.

You should quickly review rules for Small Group Time as well as the other Areas. While you are reviewing these rules, keep in mind what you have been seeing while observing your students and what you have discussed during your debriefings.

Have a set amount of time for students go to the 3 working Areas while the remainder of the class completes 2 “Must Do” tasks.

Make sure that you observe students and spend time debriefing how students are working in Areas and completing their “Must Do” tasks.

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**Day 15** (Friday, September 30, 2022, A Day)

You should expect that your students know rules for Small Group Time and Areas, as well as how to work independently with appropriate behavior. Make sure that while you are reviewing rules, you focus on what students are able to do and how they might still be struggling.

A group of students should be assigned to the Reading Area, Writing Area, and Listening Area while the remainder of students complete “Must Do” tasks. You are still observing students and not engaging with them. After ten minutes, rotate the students to a new Area or completion of “Must Do” tasks. Take time to debrief this session.

**\*We are almost through the 21 Day Plan, introducing routines should take less time daily. However, monitor your students carefully, it is better to take time to establish strong routines now than to have to go back later and correct bad habits.**



# The 21 Day Plan

## **Day 16** (Monday, October 3, 2022, B Day)

You are introducing Literacy Areas using apps on the iPad. Take time to explicitly teach all of the rules for using apps on the iPad during small group time. Students should model each of the rules while the rest of the class watches. Make sure you have included a rule to address what students should do if any equipment malfunctions and how you want the area to be maintained. Students should be given the opportunity to model these rules.

You will model how to log in and out of Clever for the students using either Clever Badges or usernames and passwords. Be sure your students have either their Clever Badges or usernames and passwords. Be sure that students have the Lexia Core 5 (Grades K-5) or Lexia Power Up (Grade 6) app downloaded on their iPad. Provide students time to practice logging in and out of Clever.

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### **Day 17 (Tuesday, October 4, 2022, C Day)**

Today you are spending a full 30 minutes for Small Group Time. You are reviewing Literacy Areas using apps on the iPad. Take time to explicitly review all of the rules for using the iPads during Small Group Area Time. Students should model each of the rules while the rest of the class watches.

Students practice logging in and out of myOn through Clever. Students practice this area by spending time reading on myOn.

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### **Day 18 (Wednesday, October 5, 2022, D Day)**

Today you are spending a full 30 minutes for Small Group Time. You are reviewing Literacy Areas using apps on the iPad. Take time to explicitly review all of the rules for using the iPads during Small Group Area Time. Students should model each of the rules while the rest of the class watches.

Students practice logging in and out of Lexia Core 5 or Power Up through Clever. Students practice this area by spending time on Lexia Core 5 or Power Up.

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### **Day 19** (Thursday, October 6, 2022, E Day)

Today you are introducing the Menu of choices. You are still NOT teaching Small Groups during this phase of the plan. You ARE still monitoring the room without engaging with the students in order to make the MOST of your debriefing session. Make sure that you emphasize the “NO INTERRUPTION” concept during your introduction and debriefing session. By now students should be very familiar with the rules for Small Group Time as well as rules for the Reading, Writing, Listening Area as well as literacy areas using apps. These three areas are the only areas in place at this time. If students are having difficulty, you will need to repeat the process in the 21 Day Plan for that particular Area. You will not be able to effectively teach Small Groups until students know how to work during this time.

If a management board is in place in your room, this part of the plan will move much more smoothly. Explain to children how there are “May Do” activities at each of the Areas that they may complete after they have completed the “Must Do” activities. These activities should have been previously explained and practiced.

“Must Do” activities may be introduced into the areas throughout the course of the year, after they have been explicitly taught and modeled.

## **The 21 Day Plan**

**Day 20** (Friday, October 7, 2022, F Day)

Today is the first day that you will actually work with a Small Group during the 21 Day Plan. Take time to review rules that students may still be having difficulty with. Take a few minutes to have students model these rules while you discuss what you have observed while students have been practicing working in the Areas. Make sure that students understand the menu of activities in each of the Areas.

REMEMBER TO EMPHASIZE “NO INTERRUPTIONS”.

After you have reviewed rules, pull a small group for 5-10 minutes. You will debrief at the end of Small Group Time. You should think about what is going well and whether you need to revisit any part of the 21 Day Plan. Any time you add a new activity to an Area, you will have to make sure that students understand the activity thoroughly. These types of activities can be explicitly taught during Small Group instruction.

Even though tomorrow is Day 21 of the Plan, do not move forward to this phase until you are sure that your students are ready to work in Areas while you are teaching Small Groups.

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### **Day 21 (Tuesday, October 11, 2022 A Day)**

If you have moved on to Phase IV of the 21 Day Plan, it means that your Management Board is in place, the menu is in place in each Area, students are completing multiple tasks, students know how to work independently in Areas, and you are able to instruct multiple groups without interruption for 10 to 15 minutes.

Please go back to previous parts of the plan if students are still struggling with working independently. Students need to understand the Small Group expectations. It is perfectly acceptable to stay in Phase III (Days 19 and 20) until students are working in Areas comfortably and effectively. The 21 Day Plan actually says that Phase III may take anywhere from 1-3 weeks.

Revisit the 21-day plan as needed throughout the year.