

# Mr. Ellington's Classroom Matrix: The 3 B's

	<b>BE RESPECTFUL</b>	<b>BE RESPONSIBLE</b>	<b>BE SAFE</b>
<b>ARRIVAL/ DISMISSAL</b>	<ul style="list-style-type: none"> <li>Walk in respectfully.</li> <li><b>No hats, hoods, cell phones, earbuds.</b></li> <li>Use positive language.</li> <li>Exit class when dismissed.</li> <li><b>Ensure that no trash is left behind.</b></li> </ul>	<ul style="list-style-type: none"> <li>Take out materials at start of class.</li> <li><b>Place all electronics in backpack.</b></li> <li>Wipe down your desk, if you make or find it dirty.</li> </ul>	<ul style="list-style-type: none"> <li>Walk in an orderly fashion.</li> <li>Keep hands, feet, and objects to yourself.</li> <li>Move with the flow of traffic.</li> </ul>
<b>WHOLE CLASS DISCUSSION</b>	<ul style="list-style-type: none"> <li>Raise hand when you have a question or comment.</li> <li>Avoid side conversations.</li> <li><b>Ensure electronics are not in use.</b></li> <li>Keep on topic</li> </ul>	<ul style="list-style-type: none"> <li>Write down necessary notes/information.</li> <li>Listen carefully to questions.</li> <li><b>Organize and keep handouts.</b></li> <li>Be an active participant.</li> </ul>	<ul style="list-style-type: none"> <li>Utilize materials appropriately.</li> <li>Be mindful of personal space.</li> </ul>
<b>COLLABORATIVE WORK</b>	<ul style="list-style-type: none"> <li>Allow peers to express opinions.</li> <li><b>Use positive language when discussing.</b></li> <li>Speak when it is one's turn.</li> <li>Listen to and respect everyone's point of view.</li> <li>Keep on topic.</li> </ul>	<ul style="list-style-type: none"> <li><b>Be an active participant.</b></li> <li>Complete assigned role in group activity.</li> <li><b>Collaborate without blindly copying.</b></li> </ul>	<ul style="list-style-type: none"> <li><b>Ask for assistance when needed.</b></li> <li>Be mindful of personal space.</li> </ul>

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## BE RESPECTFUL

## BE RESPONSIBLE

## BE SAFE

### TECHNOLOGY USE

- Follow teacher instructions.
- **Stay on task.**
- **MUTE sound.**
- Work on assignments for this class only.

- **Bring fully charged Chromebook.**
- **Do not use other electronic devices or earbuds/headphones**
- Manage your time wisely to complete assigned tasks and adhere to assignment deadlines.

- Keep login information and passwords private.
- Use approved and appropriate district sites or sites recommended by your teacher.
- Click on trustworthy links/sites.

### ASSIGNMENTS

- Adhere to assigned work deadlines.
- Communicate questions & issues in a timely manner.
- **Do not misrepresent work as yours if is not.**
- **Write legibly** and review work before submitting.
- Turn in your best work, not the minimum
- Work on assignments for this class only.

- Check that work is completed correctly prior to submitting.
- Ask for clarification in a timely manner before due date and time.
- **Check Google Classroom stream daily for updates.**
- Turn in assignments by deadlines.

- Turn in your own work.
- **Do not allow others to copy your work.**
- Provide ample time to complete assignments.

### ASSESSMENTS

- Avoid speaking until all exams are submitted.
- Walk quietly when turning in exams.
- After exam, work quietly on post-test assignments.

- **Study ahead of time to be prepared.**
- Keep eyes on own work.
- Place all notes/papers in backpacks during exams.
- Place all electronic devices in backpack unless told otherwise.
- Budget your time.

- Keep hands, feet, and objects to yourself.
- Ask for assistance when needed.
- Place backpacks away from walkways.
- Be mindful of personal space.