

# Spellman Classroom Expectations Matrix

	<b>BE RESPECTFUL</b>	<b>BE RESPONSIBLE</b>	<b>BE SAFE</b>
<b>ON CAMPUS (SYNCHRONOUS) CLASS SESSIONS</b>	<ul style="list-style-type: none"> <li>● Be mindful of personal space when entering and exiting</li> <li>● Respect differing opinions</li> <li>● Ask permission to leave your seat</li> </ul>	<ul style="list-style-type: none"> <li>● Be on time</li> <li>● Bring necessary materials</li> <li>● Be attentive and focused</li> <li>● Ask and answer questions</li> </ul>	<ul style="list-style-type: none"> <li>● Maintain space/assigned seats</li> <li>● Clean Space regularly</li> </ul>
<b>OFF CAMPUS (ASYNCHRONOUS) DAYS</b>	<ul style="list-style-type: none"> <li>● Use polite &amp; scholarly language in emails &amp; Remind communication (include full name/class period)</li> <li>● Understand teacher may need until after school to respond</li> </ul>	<ul style="list-style-type: none"> <li>● Login to Google Classroom daily to study/complete work</li> <li>● Complete asynchronous task</li> <li>● Turn in attendance assignment on google classroom to be marked present</li> </ul>	<ul style="list-style-type: none"> <li>● Keep login information, passwords, or personal codes private</li> <li>● Practice healthy habits, including mindfulness</li> </ul>
<b>CLASS WORK / HOMEWORK / ASSESSMENTS</b>	<ul style="list-style-type: none"> <li>● Do your best work</li> <li>● Use academic language</li> <li>● Maintain integrity</li> <li>● Exhibit academic honesty by not sharing screenshots or individual work with anyone</li> </ul>	<ul style="list-style-type: none"> <li>● Read all directions carefully</li> <li>● Properly submit work on time, with attachments and/or clear photos</li> <li>● Engage in learning through daily effort and review</li> </ul>	<ul style="list-style-type: none"> <li>● Keep attention focused on completing your own work</li> <li>● Keep login information, passwords, or personal codes private</li> <li>● Talk to the teacher if you need additional help</li> </ul>