


TAJA'S CLASSROOM MATRIX

 3 B's	BE RESPECTFUL	BE RESPONSIBLE	BE SAFE
ARRIVAL/ DISMISSAL	<ul style="list-style-type: none"> • Greet peers/teacher. • Sit in assigned seat. • Use positive language. • Exit class when dismissed. • Ensure that no trash is left behind. 	<ul style="list-style-type: none"> • Be prepared to begin work when the bell rings. • Place electronics in backpack on silent. • Exit class when dismissed. • Ensure that no trash is left behind. 	<ul style="list-style-type: none"> • Walk in an orderly fashion and maintain safe distance from others. • Keep hands, feet, and objects to yourself. • Do not block walkways. • Follow sanitizing protocol.
WHOLE CLASS DISCUSSION	<ul style="list-style-type: none"> • Raise hand when you have a question. • Avoid side conversations. • Ensure electronics are in backpack. 	<ul style="list-style-type: none"> • Write down necessary notes/information. • Listen carefully to questions. • Be an active participant. 	<ul style="list-style-type: none"> • Utilize materials properly. • Ask for assistance when needed. • Be mindful of personal space.
GROUP WORK	<ul style="list-style-type: none"> • Allow peers to express opinions. • Use positive language when discussing. • Speak when it is your turn. • Listen to and respect everyone's point of view. 	<ul style="list-style-type: none"> • Be an active participant. • Complete assigned role in group activities. • Stay focused and on task. 	<ul style="list-style-type: none"> • Ask for assistance when needed. • Be mindful of personal space. • Use materials appropriately.
ASSESSMENTS	<ul style="list-style-type: none"> • Avoid speaking until all tests are turned in. • Keep test at your desk until otherwise instructed. • Stay seated until all students have completed their work. 	<ul style="list-style-type: none"> • Keep your eyes on your own work. • Place all notes/papers in backpacks during tests. • All electronic devices should be on silent and away in backpack. • Keep backpacks closed during tests. 	<ul style="list-style-type: none"> • Keep hands, feet, and objects to yourself. • Ask for assistance when needed by quietly raising your hand. • Keep backpacks away from walkways. • Be mindful of personal space.
ASSIGNMENT COMPLETION	<ul style="list-style-type: none"> • Adhere to assigned work deadlines. • Communicate questions and any issues in a timely manner. • Do your own work. • Write legibly and review work before submitting. 	<ul style="list-style-type: none"> • Ask for clarification in a timely manner before due date and time. • Check the board in class for updates. • Follow my deadline/late work protocol. 	<ul style="list-style-type: none"> • Turn in your own work and do not share your work with others. • Provide sufficient time to complete assignments. • Maintain academic integrity.
USE OF TECHNOLOGY	<ul style="list-style-type: none"> • Use polite and academic language in emails. • Always include full name and class period in emails. • Cell phones are in backpacks, on silent, no texting, no video recording, no posting. 	<ul style="list-style-type: none"> • Charge Chromebook nightly at home. • Bring Chromebook daily. • Stay on task and use only websites allowed by the instructor. 	<ul style="list-style-type: none"> • Keep login information and passwords private. • Click only on trustworthy links/sites. • If you see something, say something.