


Mr. Reed's 3 B'S

	BE RESPECTFUL	BE RESPONSIBLE	BE SAFE
ARRIVAL/ DISMISSAL	<ul style="list-style-type: none"> • Walk in quietly and orderly. • Greet peers/teacher. • Use positive language. • Exit class when dismissed. • Ensure that no trash is left behind. • 	<ul style="list-style-type: none"> • Take out homework and materials at start of class. • Place electronics in backpack. • Follow sanitizing protocol by taking a wipe and wiping down desk. • 	<ul style="list-style-type: none"> • Walk in an orderly fashion. • Keep hands, feet, and objects to yourself. • Move with the flow of traffic.
WHOLE CLASS DISCUSSION	<ul style="list-style-type: none"> • Raise hand when you have a question or comment. • Avoid side conversations. • Ensure electronics are in backpack. 	<ul style="list-style-type: none"> • Write down necessary notes/information. • Listen carefully to questions. • Organize and keep handouts. • Be an active participant. 	<ul style="list-style-type: none"> • Utilize materials appropriately. • Be mindful of personal space.
COLLABORATIVE WORK	<ul style="list-style-type: none"> • Allow peers to express opinions. • Use positive language when discussing. • Speak when it is one's 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 activity. 	<ul style="list-style-type: none"> • Ask for assistance when needed. • Be mindful of personal space.

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**BE
RESPECTFUL**

**BE
RESPONSIBLE**

**BE
SAFE**

**ASSIGNMENT
COMPLETION**

- 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.
- Use academic language

- Check that assignments are attached correctly in Google Classroom prior to clicking Turn In.
- Ask for clarification in a timely manner before due date and time.
- Check Google Classroom Stream daily for updates.
- Turn in assignments by deadlines, including LATE WORK deadlines.

- Turn in your own work and avoid sharing images of work with others.
- 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.

- Keep eyes on own work.
- Place all notes/papers in backpacks during exams, unless permitted to use notes.
- Place all electronic devices in backpack.
- Keep backpacks closed throughout exam.

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

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USE OF TECHNOLOGY

- Use polite & academic language in emails.
 - Always include full name/class period in emails.
 - Only use websites allowed by teacher.
 - Devices should be on silent.
 - Stay focused on class work assigned.
 - Cell phones are in backpacks turned off, no texting, no video recording, no posting
- Charge Chromebook nightly at home.
 - Bring Chromebook daily.
 - Place all electronics on silent.
 - Place cell phones in backpack turned off, no texting, no video recording, no posting.
 - Stay on task and only use websites allowed by the instructor.
- Keep personal information private (online passwords).
 - Click only on trustworthy links/sites.
 - Think twice before posting.
 - Notify teacher of any unauthorized use.
 - If you see something, say something.