

HOMEWORK/MAKEUP WORK

The Board of Education defines homework as student learning activities conducted outside of school hours not under the direct supervision of the professional educator. The Board of Education believes that homework is an essential part of an effective and well-planned instructional program. Homework serves as an extension of learning beyond the classroom and the school day that supports the development of students' life-long skills and attitudes toward learning from kindergarten through twelfth grade.

The Board of Education acknowledges that students have many opportunities to engage in personal learning activities and that sufficient time must be allowed for these and other family activities. Excessive homework could have negative consequences on some children, which may lead to undue stress and fatigue and deny access to leisure time. Such consequences depend in large part on the child's age, ability and other personal factors.

The purposes of this policy are as follows:

- A. To provide specific guidelines on homework for teachers, parents and students
- B. To help promote continuity and consistency with homework practices across grade levels and subject areas throughout the district
- C. To help promote and poster positive attitudes/experiences about homework
- D. To help increase the level of communication between home and school, especially as it relates to home assignments

In establishing a philosophy for homework, the teacher committee, administrators, and the Board of Education Policy Committee primarily looked at its purpose. The committees have established that homework may serve many of the following purposes:

- A. Provide independent practice of skills and concepts taught in the classroom.
- B. Provide preparation for a new concept or a preview of material that will be studied in the future.
- C. Provide a review of previously taught materials.
- D. Provide an opportunity to complete unfinished tasks.

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- E. Provide elaboration, enrichment, and/or extension of material studied in the class.
- F. Provide parents with an opportunity to become involved in their child's learning
- G. Provide opportunities for students to reinforce proper study habits and skills in self-discipline and time-management.

Homework should be assigned with specific instructional purposes and related to the instructional objectives and desired student outcomes. Homework will not be punitive.

All tasks should be explained clearly, keeping in mind the varying ability levels of children within a class. As appropriate, concise written instructions should be included to ensure parents have a clear understanding of the tasks involved.

As appropriate, the consistent use of agenda books/planners should be encouraged to record daily homework assignments. It is recommended that parents/guardians sign/initial the agenda book/planner each evening, especially in the younger grade levels. New concepts should not be introduced as homework tasks. Exceptions to this could include work assigned due to absence from school or pre-reading activities assigned prior to new units being introduced in class.

Homework should be assigned Monday through Thursday. When a test/task is due on Monday, sufficient notice should be provided.

A clear statement of expectations for homework at each grade level should be included in the packet shared at Parent Orientation sessions, Parent/Student Handbooks, individual school websites, etc.

When homework assignments are consistently not being completed, parental contact is essential (phone calls, notes in agenda, emails, etc). An appropriate plan of action should be developed between the student, parent, counselor and teacher.

Time should be made each day for students to record homework tasks and prepare materials for homework assignments. Consistent routines for recording homework are essential. Students need to be made aware of the schools' expectations and procedures.

The following timeframes are recommended as a guideline for assigning homework:

General Time Allotments per School Night

Grade K	10 - 20 minutes (not including 10 – 20 minutes per school night of reading)
Grades 1 – 3	20 - 30 minutes (not including 10 – 20 minutes per school night of reading)
Grades 4 – 5	40 - 50 minutes (not including 10 – 20 minutes per school night of reading)
Grades 6 - 8	60 - 80 minutes *
Grades 9 - 12	90 – 120 minutes *

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* Honors, Advanced and Advanced Placement (AP) courses may require an additional time commitment

Summer Work

Summer work is designed to foster independent practice and prevent summer regression.

- A. At the elementary level (students entering grades 1-5) summer work is optional and may include the completion of a reading log and the use of suggested mathematics resources.
- B. In grades 6 – 12 summer work is prescribed by the department and grade level.
- C. Honors, Advanced and Advanced Placement (AP) courses may have additional summer assignment requirements as defined by the teachers.

Homework-Free Times

The committees and the Board of Education believe that holidays and weekends are a time for rest and rejuvenation and a time for families to be together. Homework-free times will include the following:

- A. Weekends, Winter and Spring breaks
- B. No long-term projects will be due and no tests will be given immediately upon return from these breaks
- C. Teachers' Convention in November

The Superintendent, in collaboration with principals and teachers, will establish individual schools' homework expectations and procedures consistent with the Board of Education Homework Policy.

Pupils absent for any reason must make up assignments, classwork, and tests within a reasonable length of time. In most cases, a reasonable length of time shall be the same number of school days as the days missed.

Pupils being excused for any reason must make arrangements with the teacher of the missed classes in order to make up the work missed. This must be done before the absence from class.
Incompletes

Students who have not completed missed work prior to the end of the marking period due to excused absences or extenuating circumstances may receive an incomplete for the marking period. Pupils will be given 10 school days, following the end of the marking period to make up the missed work. Additional time, if warranted, may be granted by the building principal on a case by case basis.

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Possible

<u>Cross References:</u>	1322	Contests for pupils
	5020	Role of parents/guardians
	5113	Absences and excuses
	5124	Reporting to parents/guardians
	6145	Extracurricular activities
	6153	Field trips
	6174	Summer school

Key Words

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