

Homework Guidelines
Pilot Implementation
2007-2008

I. Definition

Homework is curriculum-based tasks assigned to students by educators that are meant to be carried out during non-school hours.

II. Beliefs

- A. Homework should be an effective means for increasing student responsibility, self-discipline, and accountability.
- B. Homework should contribute to higher levels of student achievement.
- C. Homework should increase the amount of time that students actively engage in learning.

III. Purposes

- A. *Preparation* – Assignments intended to ready students for future learning activities
- B. *Practice* – Assignments intended to reinforce and master material and/or skills
- C. *Extension* – Assignments intended to integrate skills and concepts needed for higher level learning and real world applications

IV. Types/Frequency**A. Grade Level Guidelines**

- 1. Time allotments do not include basic math facts practice/independent reading.
- 2. Class work not completed within the allotted time during the day may be assigned as homework, thereby exceeding the recommended daily time allotted to homework.

B. Time Allotments

The following times are approximate. Each student's individual pace should be taken into consideration. Problems/concerns should be communicated to the teacher. The time allotted for homework, if assigned, will likely increase gradually from grade to grade. The following is a list of approximate daily time allotments (may vary according to day and/or assignment).

- Grades K-210-30 minutes
- Grades 3-430-45 minutes
- Grades 5-645-60 minutes
- Grades 7-860-90 minutes

C. Homework Assignments May Include

- Grades K-2:subject-area skills practice/review and projects
- Grades 3-4:subject-area skills practice/review, preparation for the next day's lesson, enrichment activities, and long-term projects
- Grades 5-6:subject-area skills practice/review, preparation for the next day's lesson, enrichment activities, long-term projects/research, and test preparation.
- Grades 7-8:subject-area skills practice/review, preparation for the next day's lesson, enrichment activities, long-term projects/research, and test preparation.

V. Responsibilities

- A. Student Will...
 1. Know the homework assignment and the teacher's expectation for completion.
 2. Bring home all necessary materials for completing each assignment.
 3. Be expected to complete and hand in assignments on time.
- B. Parent/Guardian Will...
 1. Encourage proper study habits and offer assistance and support (organization, time management, and accountability/responsibility skills).
 2. Monitor the quality of student work.
 3. Communicate with teachers concerning student progress.
- C. Teacher Will...
 1. State clearly and explain the homework assignment and due date.
 2. Be mindful of students' obligations to home, community, and other academic/extra-curricular activities.
 3. Communicate with parents regarding progress, questions, and/or concerns.
 4. Verify the completion of an assignment, review/assess/evaluate it, and provide feedback to the student in a timely manner.
 5. Confine assignments to the purposes stated above.
- D. Administrator Will...
 1. Monitor teacher expectations to maintain consistency of the homework guidelines.
 2. Provide support and clarification for concerns of teachers, parents/guardians, and students within the homework policy guidelines.

VI. Late/Incomplete Work

Homework assignments are expected to be completed and handed in on time. Students who turn in late or incomplete assignments will be dealt with in a fair and equitable manner based upon the stated classroom policy. Students who chronically turn in late or incomplete assignments will continue to receive guidance in organizational skills, time management, and accountability/responsibility. Consequences may be addressed:

- Elementary Grades K thru 4within the classroom guidelines
- 5th-6th Gradewithin each school team discipline policy
- 7th-8th Gradeaccording to middle school discipline policy

VII. Make-up Work

When a student will be absent from school for two or more days due to personal illness or other excused reasons, parents may request homework assignments by contacting the school office before the start of the school day. Teachers are not required to provide assignments for one day's absence. However, an attempt will be made to accommodate the request. Due dates for make-up work will be determined by the teacher or team.

The Middle School policy states that students are entitled to one day for every day absent to complete make up assignments. Additional time may be allowed at the teacher's discretion.

VIII. Family Vacations

Because the student would be missing critical instruction, the scheduling of family vacations during the school year is strongly discouraged. Teachers are not required to provide assignments in advance for family vacations. Students may receive make-up work on the days after they return to school. Student work will be expected to be made up and returned as directed by the classroom teacher.