

## **Instruction**

### **HOMEWORK/MAKEUP WORK**

**AR 6154(a)**

Homework should prepare students for, and reinforce classroom learning. Homework is an integral component of education that deepens student learning and understanding. When assigned, homework will contribute to the healthy development of the whole student. Homework will be meaningful, purposeful, and appropriate.

#### **Homework for All Grade Levels**

1. Homework is defined as any work assigned to be completed outside of class.
2. The amount of homework assigned to students is different in elementary, middle, and high school. The amount of time a student spends on assigned homework depends on factors such as the student's needs, learning ability, subject, school schedule, testing schedule and assigned homework due dates. Time spent on homework shall be balanced with the importance of personal and family well-being, and the wide array of family obligations experienced in our society today.
3. Parents and teachers shall make students aware that learning occurs at home, school, and in the world around them.
4. Homework shall be the result of collaborative efforts, thoughtfully considered, and coordinated to improve student learning.
5. Homework shall be purposeful and meaningful to students. Legitimate purposes for homework include practicing a skill or process that students can do independently but not fluently, elaborating on information that has been addressed in class to deepen students' knowledge, and providing opportunities for students to explore topics of their own interest.
6. Reading is an integral part of learning and is a consistent part of homework.
7. Homework will reflect the accommodations and modifications of curriculum that are stated in a student's IEP or 504 plan.
8. There shall be no homework assigned during school recesses. (Thanksgiving Break, Winter Break and Spring Break). Projects assigned before recesses must not require any work to be completed over the break.

#### **Grade Level Guidelines**

##### **Elementary School**

1. Reading is an integral part of learning. In the primary grades (K-3) homework will consist primarily of reading and a limited number of independent exercises to reinforce previously taught basic skills.
2. Except for reading, homework at the elementary level shall not be assigned over weekends, or holidays.
3. At the upper grades (4-5), homework consists of completing, practicing, preparing, or extending core academic skills and is designed to build independent study habits.
4. Below are the time limits for elementary homework:  
K-1 no more than 30 minutes of homework per night (reading included)  
2-3 no more than 45 minutes of homework per night (reading included)  
4-5 no more than 60 minutes of homework per night (reading included)
5. Project-based assignments are designed to reinforce Common Core State Standards, promote collaboration and independent thinking. Project-based assignments shall primarily be undertaken and completed in the classroom. Long-term assignments and projects that require work outside of the classroom shall be limited in number and duration. Some portions of

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projects may be assigned as homework; however, these tasks should not require significant assistance from parents or the purchase of materials. Long-term assignments and projects shall include clear checkpoints to monitor progress toward completion. Group projects that require work outside of the classroom shall not require meeting in person.

\* Please refer to the **Homework for All Grade Levels**

### **Middle School**

1. Total homework assignments shall be no more than 1 hour, 20 minutes per course per week and no more than 20 minutes per night per course. All work, including long-term assignments and projects that require work outside of the classroom shall be included in this timeframe. Advanced courses may require additional time. Weekend homework, if assigned, shall not exceed 20 minutes per course.
2. In order to coordinate due dates and balance the workload, departments will collaborate with each other and be aware of long-term projects/assignments, and major tests in all curricular areas.
3. Project-based assignments are designed to reinforce Common Core State Standards, promote collaboration and independent thinking. Project-based assignments shall primarily be undertaken and completed in the classroom. Teachers will provide in-class collaboration time for group projects with specific tasks to be completed independently. Long-term assignments and projects that require work outside of the classroom shall be limited in number and duration. Some portions of projects may be assigned as homework; however, these tasks shall not require significant assistance from parents or the purchase of materials. Long-term assignments and projects shall include clear checkpoints to monitor progress toward completion. Long-term assignments and projects that require work outside of the classroom shall not require meeting in person.

\* Please refer to the **Homework for All Grade Levels**

### **High School**

1. Total homework assignments shall be no more than 2 hours per course per week and no more than 30 minutes per night per course. All work including weekend assignments, long-term assignments and projects that require work outside of the classroom shall be included in this time frame. Weekend homework, if assigned, shall not exceed 30 minutes per course.
2. In order to coordinate due dates and balance the workload, departments will collaborate with each other and be aware of long-term projects/assignments and major tests in all curricular areas.
3. Project-based assignments are designed to reinforce Common Core State Standards, promote collaboration and independent thinking. Long-term assignments and projects that require work outside of the classroom shall be limited in number and duration. Some portions of projects may be assigned as homework; however, these tasks shall not require significant assistance from parents or the purchase of materials. Long-term assignments and projects shall include clear checkpoints to monitor progress toward completion.

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4. Some elective classes such as, but not limited to, drama, speech and debate, and music, will require additional time.
5. Advanced Placement, Honors, and Advanced courses may require more extensive homework. These courses are exempt from other time and break restrictions as prescribed in this policy.
6. The homework needs of Del Amigo and Venture will be site-based due to the unique nature of their respective programs.

\* Please refer to the **Homework for All Grade Levels** section

## **Responsibilities**

### **Students are responsible for:**

1. ensuring understanding of the homework and asking for clarification or help when needed
2. regularly completing assigned homework in a timely manner
3. managing time by staying focused, on task, and planning effectively for long-term projects
4. bringing home all necessary materials
5. putting forth their best effort to produce quality work
6. communicating to parents and teachers when homework assignments become overwhelming or if s/he is not consistently able to do the homework by herself/himself within the time guidelines, or if challenges or questions arise
7. completing or making up assignments and tests when absent from school
8. completing or making up assignments and tests when suspended from school if required by the teacher. (Ed Code 48913) (cf.5144.1 – Suspension and Expulsion/Due Process)

### **Parents/Guardians are responsible for:**

1. being an advocate for their child, while encouraging the child to advocate for herself/himself
2. encouraging reading at all grade levels
3. providing an appropriate environment for homework to be done
4. providing a healthy balance between homework, extra and co-curricular activities, and family commitments
5. contacting the teacher if their child is not consistently able to do the homework by herself/himself within the time guidelines, or if challenges or questions arise

### **Teachers are responsible for:**

1. referencing this policy in all course syllabi and reviewing the policy with students and parents within the first month of school and no later than Back to School Night
2. encouraging a partnership between family and students that promotes timely communication and supports families in the homework process
3. designing homework assignments that clearly articulate their purpose and expected outcome, allowing for student questions and planning
4. providing timely feedback to students
5. ensuring any homework assigned is directly related to the classroom instruction and consists of clear, purposeful, and engaging activities
6. assigning homework that is appropriate and differentiated as needed

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7. teaching the skills necessary for the students to complete the homework and become successful independent learners
8. articulation and planning with all curricular areas
9. providing makeup work for suspended students

#### **Principals are responsible for:**

1. implementing district policy
2. supporting professional dialogue
3. promoting teacher collaboration
4. monitoring homework quality and quantity
5. introducing parents to the homework policy within the first month of school, (i.e. Back to School Night)
6. facilitating interventions and support programs
7. reviewing the homework plan at least twice per year, in person, with all site faculty, at the beginning of each semester
8. posting the policy on the school's website homepage

#### **Makeup Work**

The Superintendent or designee shall notify parents/guardians that no student may have his/her grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205. (Education Code 48980)

(cf. 5121 - Grades/Evaluation of Student Achievement)  
(cf. 5145.6 - Parental Notifications)