

Castro Valley USD

Administrative Regulation

Homework/Makeup Work

AR 6154

Instruction

Homework is broadly defined as student learning activities conducted outside of school hours as assigned by the teacher. Homework is an extension of learning opportunities not displacement of, or substitute for, classroom instruction. Homework can include a wide variety of student learning activities related to the curriculum and need not be exclusively "paper and pencil" activities. Homework can also serve as a formative assessment and be used to determine how well students understand the material.

Guidelines

1. Homework serves a variety of purposes including preparing students for new material, reinforcing and expanding upon classroom instruction, creating new understandings, building a sense of responsibility in students for their own education, and informing and involving parents, guardians, and other care providers.
2. Homework meaningfully reflects the curriculum, is balanced, and advances student learning. Assignments are well prepared and clearly explained. Quality is valued over quantity. Homework assignments that offer students a variety of choices in processes and/or products should be given whenever possible.
3. Homework is one element of a vital partnership between parents and children, teachers and school. Particularly for students in the elementary grades, homework provides significant opportunities to enhance direct parent involvement such as reading out loud. At the middle and high school levels, the nature of parent involvement changes but its importance remains.
4. School-home communication is exceedingly important with regard to homework and its place in student learning and achievement. When possible, technology is used to enhance school-home communication and may include telephone "homework hotlines," teachers' voice mail, and home-school communication through online communication and support.
5. All students should have access to the resources necessary to complete homework assignments. Students who do not have adequate resources should be provided with necessary resources, as needed.
6. Be specific in terms of homework frequency and amount but account for key student time demands. Every student needs reasonable time for family and co-curricular activities, recreation, and socializing. Homework should reinforce classroom learning objectives and be related to student needs and abilities. School Program Planning Guides (PPG) should state any restrictions to homework over breaks, weekends, and/or time limitations.

7. A description of mandatory homework assignments must be posted electronically, for grades 6-12, so that students have access to assignments outside of school.

A. The district shall provide training for teachers to post homework assignments electronically.

B. The chart below reflects an average of the total amount of time recommended for homework for each student:

Kindergarten

0 - 1 hour per week

Grades 1-2

1 - 2 hours per week

Grades 3-5

2 - 4 hours per week

Grades 6-8

2 - 6 hours per week

9-12

4 - 12 hours per week

b. This may include reading and writing assignments, research projects, finishing class assignments, and practice in areas such as math and spelling.

c. At the secondary level where students have multiple teachers assigning homework, staff will discuss strategies to coordinate the scheduling of homework during the week.

Makeup

Students shall be given the opportunity to make up school work missed because of an excused absence and shall receive full credit if the work is turned in according to a reasonable make-up schedule. Specific course guidelines for completing makeup work shall be stated in course syllabi.

Teacher's Responsibility

1. Give assignments of a nature that students/class can do independently with appropriate parental involvement.
2. Assign meaningful work with careful consideration of the student/class needs, maturity, and ability.
3. Clearly communicates regular homework schedules and parameters of assignments.
4. Adequately prepares the student in class prior to assigning the work.
5. ~~Corrects~~ Evaluates and reports progress on homework and assignments to child and/or parent(s) in a timely manner.

6. Contacts parent(s) and keep them informed when student is not completing a satisfactory number of assignments.
7. If students are consistently spending more than the recommended amount of time on homework, teachers should be welcoming and responsive to student and parent feedback.

Student's Responsibility

1. Makes sure they have the assignments, understands them, and displays effort toward completion.
2. Brings home necessary books and materials.
3. Does work neatly and legibly.
4. Shows completed assignments to parents.
5. Returns assignments when due.
6. If students consistently spend more than the recommended amount of time on homework the student and/or parent/guardian should bring this challenge to the attention of their teacher(s). Secondary students are encouraged to work with their teacher first.

Parent's Responsibility

1. Helps students plan their time so that their schedule allows sufficient study time on a regularly scheduled basis.
2. Provides a quiet and well-lighted place to work.
3. Encourages the student, and in a positive way, insist that the work be done.
4. Helps the student to understand the idea or concept, memorize the fact, or gain skill but do not do the work for the student.
5. Checks to see that homework has been completed and turned in when due.
6. Communicates with the teacher about student progress.
7. If students consistently spend more than the recommended amount of time on homework the student and/or parent/guardian should bring this challenge to the attention of their teacher(s). Parents of secondary students should encourage their child to work with their teacher first.

School Compacts

Compacts are voluntary agreements between families and school.

It is important that families and school work together to help students achieve high academic standards. Through a process that includes teachers, families, and students, a compact stipulates agreed upon roles and responsibilities that, as partners, each individual will carry out to support student success in school.

Whenever possible, the use of home-school compacts is encouraged.

Regulation CASTRO VALLEY UNIFIED SCHOOL DISTRICT
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