

ADMINISTRATIVE REGULATION

APPROVED: September 13, 2016

REVISED:

# CENTENNIAL SCHOOL DISTRICT

## 130-AR-0. HOMEWORK ROLES

### **Purposes of homework:**

- 1. To enrich or extend what had been learned in the classroom.**
- 2. To reinforce skills.**
- 3. To read for enrichment or enjoyment.**
- 4. To conduct research as an outgrowth of classroom activities.**
- 5. To learn how to work independently.**
- 6. To prepare for assessment and for future study.**

### Role Of The Superintendent

As the District's educational leader, the Superintendent will:

1. Monitor implementation of the Board's homework policy and adherence to administrative regulations.
2. Conduct periodic re-evaluations of the policy and administrative regulations to ensure their effectiveness and appropriateness.

### Role Of The Principal

As the school's instructional leader, the principal has a continuing role in policy implementation. The principal will:

1. Communicate the homework policy and administrative regulations to staff, parents/guardians and students.
2. Organize inservice training for building staff as a part of the policy implementation.
3. Ensure that the staff complies with the homework policy and administrative regulations, coordinates the amount of homework and the schedule for assignments among teachers, and plans reasonable assignments of homework.

4. Evaluate and monitor the implementation of homework assignments.
5. Arrange parent/guardian conferences for individual students who exhibit serious difficulty in completing assigned homework.

#### Role Of The Teacher

It is the classroom teacher's responsibility to make assignments meaningful to the individual student. Each teacher will:

- 1. Coordinate appropriate and meaningful homework with the teaching/learning processes originating in the classroom.**
- 2. Consider the achievement level of students and the demands on students' time when assigning homework.**
- 3. Provide the direction and assistance necessary for students to independently complete homework successfully.**
- 4. Assist students in obtaining homework assignments.**
- 5. Regularly assess student understanding of homework assignments.**
- 6. Consider the completion/noncompletion of homework when evaluating students.**
- 7. Provide assistance to parents/guardians, as requested, for their role in assisting and monitoring students with homework, including appropriate entry to the Student Information System.**
- 8. Contact parents/guardians when homework is not completed regularly or is of unsatisfactory quality.**
- 9. Communicate with students and parents/guardians the comparative weight of homework in determining students' grades.**
- 10. Observe homework standards and deadlines consistently with all students.**

#### Role Of The Student

The student will:

- 1. Obtain all homework assignments.**
- 2. Complete the assignments to the best of students' ability.**
- 3. Submit assignments when due.**

**4. Participate in the process of homework assessment with the teacher.**

Role Of The Parents/Guardians

Parents/Guardians can encourage their children by showing interest in and displaying positive attitudes toward homework. The parents/guardians will:

1. Help their child set a regular homework time each day and remain with that commitment. Free the child of other responsibilities at that time.
2. Provide a place to work and study that is quiet, properly lighted and equipped with necessary basic materials.
3. Demonstrate interest in their child's homework by encouraging him/her to do quality work and complete the assignments.
4. Review homework to be informed about their child's academic progress and ability to complete the work assigned.
5. Encourage their child to complete assignments independently.
6. Contact the teacher if a child has trouble with a homework assignment and cannot complete it.
7. Be familiar with the homework policy and administrative regulations. Know when homework is assigned and how much time is expected to be spent on the assignment.
8. Provide feedback to teachers regarding homework and a child's time, difficulty and progress.

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## 130-AR-1. HOMEWORK EVALUATION

Effective homework assignments make a significant contribution to a student's total educational experience. This increased learning time and practice reinforces students' classroom learning, independence, self-discipline and good work habits. Therefore, homework is an essential component of the learning and evaluation process.

The teacher is responsible for acknowledging each student's completed homework assignment; otherwise, the assignment has no meaning and should not be assigned.

The following administrative regulations are intended to assist in the evaluation of student homework assignments:

1. Homework may not count for more than 10% of a student's marking period grade in grades 1 through 12.
2. Teachers must implement the accommodation listed in students' individualized education plans and 504 plans.
3. Teachers should have a written protocol that is communicated to students and parents about how homework will be monitored and assessed. Completed homework assignments should be checked and recorded in the teacher's grade book.
4. Make-up assignments should be easily accessible to students.
5. Teachers will develop a swift, accurate, fair and comprehensive way of evaluating and returning homework to students.

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## 130-AR-2. HOMEWORK TIME SCHEDULES

### **Kindergarten**

Assignments will be made on an occasional basis according to classroom activities and student needs and may not exceed fifteen **(15) minutes** per night.

### **Grades 1 & 2**

Each student may be assigned approximately fifteen **(15)** to thirty **(30) minutes** of homework daily.

### **Grade 3 & 4**

Each student may be assigned approximately thirty **(30)** to forty-five **(45) minutes** of homework daily.

### **Grade 5**

Each student may be assigned approximately forty-five **(45)** to sixty **(60) minutes** of homework daily.

### **Grades 6 - 8**

Each student may be assigned approximately twelve **(12)** to twenty **(20) minutes** of homework in **each major discipline** daily.

### **Grades 9 - 12**

Each student may be assigned approximately thirty **(30)** to forty-five **(45) minutes** of homework in **each major discipline** daily.