

HOMEWORK

2330 HOMEWORK

Purpose of Regulation: The Board of Education recognizes the need for Policies and Regulations that support the policies, in order to effectively govern the School.

A. Guidelines and Procedures:

1. Below are approximate times. Individual student pace may need to be taken into consideration. We ask that problems or concerns be communicated directly to classroom teacher.

Time Allotment

Kindergarten: (when appropriate) up to 10 minutes per night
Grades 1-2: up to 20 minutes per night
Grades 3-4: up to 30 minutes per night
Grade 5: up to 40 minutes per night
Grades 6-7: up to 50 minutes per night
Grade 8: up to 60 minutes per night

*Any departmentalized grade level and receiving homework from more than 1 teacher, total minutes will include ALL SUBJECTS.

**INDEPENDENT READING- While assigned reading (by teacher) would factor into time allotted minutes, independent reading (not assigned) will continue to be promoted district wide. Our continued partnership with home and family regarding educational initiatives (e.g. independent reading) would promote student growth and development when reinforcement of skills outside school environment occurs.

2. If a student has worked constructively for the suggested time frames, but the assignment is not complete or the student is frustrated, parents are encouraged to write a note to the teacher stating this. The assignment will be counted as completed and the teacher will work with the student to address his/her needs.
3. ***It is the responsibility of the school site (building principal) to develop an action plan as to the communication of the board approved homework policy and regulations at the beginning of the school year to all members of the site's community. The homework policy and its regulations will be frequently communicated by school site principal throughout the course of the school year as well, and shall adhere to the guidelines set forth by the North Haledon Board of Education.***

B. Teacher Responsibilities:

1. No assignment will be given that has not been clearly explained in the classroom.
2. Parents and students will fully understand when assignments are due.
3. Teachers will provide homework assignments that are not only directed to instructional objectives, but must take into account the differences among students so that assignments can be completed independently (differentiated approach and modifications applied).
4. Homework will be checked for its quality and completion.
5. Teachers will communicate to parents about missing or incomplete assignments as needed. Regarding missed assignments due to excused absences, students will be allowed to make-up any such missed assignment (e.g. out of "X" amount of days is equal to time to complete) regarding an excused absence. NOTE: Teachers are not expected to provide assignments in advance for absences of any type.
6. Review and provide feedback to students. This timely feedback may include self-evaluation and/or tracking of progress, peer feedback, or teacher comments.
7. Seek feedback from students and parents regarding the level of assistance needed to complete homework

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assignments as needed.

ASSIGNMENT OF PROJECTS:

8. Projects, by definition, encompasses the collection of relevant information from a variety of resources. The reinforcement of what has been achieved or learned within the classroom setting, as well as providing enrichment opportunities for all students, will provide accurate checks for understanding for the responsible teacher. The intention of becoming thoroughly informed about an engaging topic for the purpose of communicating knowledge to an audience is stimulating within itself. As beneficial as project assignments are, the assigning teacher must provide a sequential plan to their students for the research process, along with effective tools for successful implementation and completion. Please follow guidelines below:
 - a. Clearly define purpose of project to students.
 - b. Differentiate and meet learning modalities of all students when assigning.
 - c. Provide time within school setting to research and formulate projects utilizing amenities and resources in school (laptops, library).
 - d. Clarify to all students' expectations and guidelines for completion, which includes grading (rubric, responsibility charts).
 - e. Have students self-evaluate project. Questionnaire would stimulate discovery as questions would focus on a blueprint (how to), as well as gain insight as to how much they know (or what they need to know) about project.

C. Student Responsibilities:

1. Regard homework as a positive tool.
2. Be aware of assignments and to seek further explanation or clarification when needed.
3. Record assignments in planner.
4. Homework assignments are to be submitted neatly and on time.
5. Review homework with parents.
6. Work submitted reflects high standards regarding quality and completeness.
7. Be responsible and ask for homework when absent from class.

D. Administrative Responsibilities:

1. Facilitate the implementation of the homework policy in accordance with district guidelines.
2. Communicate policy and regulations frequently to parents, students, and teachers.
3. Consistently monitor the accuracy of the application of policy and regulations, and provide staff development as needed.
4. Building principals will periodically verify the board approved homework policy and its regulations.

E. Parent Contribution

As we continue our collaboration and partnership with the educational programming for all of our students, we are offering some simple suggestions to promote student learning and achievement.

1. Support our homework philosophy by reinforcing the value of homework. Take an active interest in student's homework.
2. Provide a study area that is quiet, comfortable, and free from major disturbances.
3. Have resources available such as reference books, dictionary, newspaper, and/or public library.
4. Monitor student's daily and/or weekly assignment agenda and long range assignments.
5. Communicate with teacher especially regarding a period of excused absences. Teachers are not responsible for providing homework for extended vacations or unexcused absences.
6. Confer with teachers if homework assignments are too difficult or unclear. Please feel free to send email or note to class.
7. Encourage student to complete homework on own as much as possible and assist only as needed.

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8. Check homework prior to submitting for next school day. Also, check to see if homework assignments are brought home, completed, and if necessary, signed.

We thank you for your continued assistance and cooperation!

F. Purpose of Homework

1. Homework assigned to pupils must be closely integrated with the curriculum, correlate with classroom studies, and extend classroom learning (i.e. application).
2. As a reinforcement tool, homework should provide practice in the mastery of skills along with identifying the needs of all students. Assignments shall be modified to differentiate in accordance to addressing needs of the student (i.e. enrichment).
3. Homework assignments shall not be punitive in nature or to be utilized to correct inappropriate behavior. Homework will not be graded.
4. Homework can provide background information for upcoming lessons and units of study (i.e. previewing), and the provision for concept and skill development (i.e. practice).

G. Evaluation of Homework

1. All homework must be evaluated by the teacher and the teacher's evaluation must be communicated to the pupil. Homework is not a learning activity if the pupil receives no acknowledgment of his/her work and no appraisal or criticism of it.
2. Teachers should insist on high standards of quality in homework. The homework lesson should teach the values of thorough preparation, careful research, neat execution, thoughtful work, and prompt submission.

H. Checklist for Teachers

Teachers should be able to answer affirmatively the following questions about a homework assignment.

1. Does the homework serve a valid purpose?
2. Is it well within the capacities of the pupil?
3. Has the class been thoughtfully motivated for the work?
4. Does the assignment grow out of school experience?
5. Is the work related to pupils' interests?
6. Is it interesting?
7. Does the assignment extend pupils' depth of knowledge?
8. Is the work adapted to individual needs, interests, and capacities?
9. Are pupils entirely clear about what they are to do?
10. Can the pupils do the work without the assistance of parent(s) or legal guardian(s) or others?
11. Is the assignment a reasonable one and evenly scheduled in view of the pupil's home conditions?
12. Does the assignment minimize the temptation merely to copy information?
13. Can the homework be evaluated fairly and/or be used in the daily program?