

Update on Homework/Makeup Work Administrative Regulation (AR 6154)

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Overview

The policy revisions made maintains the basic structure of the 2009 AUSD Board Policy/Administrative Regulation while introducing revisions to content:

1. Board Policy 6154 provides BOE beliefs, foundational values, and broad policy positions.
2. Administrative Regulation 6154 required sites to develop and regularly review a school-site homework plan and outlines elements that must be articulated within that plan.
3. Exhibit (E 6154) established a template to be used as a reference document and, in the absence of a school-site's own development process, serve as the plan in place.

Background of Homework/Makeup Work Policy Development

Spring 2016	Presentation to BOE: Overview of Status
Fall 2016	Presentation to BOE: Research, Model Policies
Spring 2017	Additional presentation to BOE, Convene Workgroup
Fall 2017	Stakeholder engagement, research/policy review
Spring 2018	Development of Draft Policy Language
2018-19	Additional engagement, policy revision
May 2019	Policy Recommendation
June 2019	Board approved <i>pilot</i> policy language for Board Policy, Administrative Regulation, and Exhibit 6154 (Homework/Makeup Work) effective July 1, 2019.

Implementation Plan (Prior to COVID)

June-August 2019	Communication to stakeholders
Summer 2019	Development of supports/resources for sites
August 2019	Implementation of Pilot Policy
Fall 2019	School sites develop/revise site homework plans by January 2020 (<i>Site principals developed a common AR/Policy instead of developing individual site plans</i>)
2019-20	Roll out AR/Policy and gather additional data to assess implementation success and revise BP/AR/E
Spring 2020 (as needed)	Provide update and final recommendation to BOE

(Due to COVID Site Administrators were unable to finish the process)

Implementation Plan 2021-22

December 2021	Reviewed Common AR/Policy developed in 2020 with site administrators
January 2022	Sites review AR/policy with staff
February - June 2022	Implementation and audit of practices
August 2022	Site PD and review of H/W policy/AR prior to school reopening.

Revised Administrative Regulation

[AR 6154](#)

District and Board Values

- A. Purpose of Homework
- B. The Four Types of Homework Defined
- C. Maximum Amount of Homework Time
- D. Weekend and Holiday Assignments
- E. Long-Term Homework Assignments
- F. Collaboration
- G. Professional Development
- H. Notification
- I. Annual Review
- J. Roles and Responsibilities

Revised Administrative Regulation, *cont...*

District and Board Values

1. Parents/guardians and teachers shall be mindful of the need for students to live balanced lives so they may achieve optimal health, development and learning.
2. Homework shall have a positive impact on learning and achievement.
3. Homework shall have a positive impact on student attitude, self-esteem, and healthy development of the whole student.
4. Homework shall be the work of the student.
5. Teachers shall not be required to assign homework.
6. All supplies, materials, and equipment needed to complete assigned homework shall be provided to pupils free of charge.
7. No assignment shall be made which is punitive in nature.
8. Loss of recess shall not be a consequence for lack of homework completion.
9. Whenever possible, homework should take into consideration individual student needs and abilities through various forms of differentiation. Homework assigned should be appropriate to the student's age and developmental level with regard to length of assignment and time available for completion.
10. Accommodations or modifications specified in IEP/504 plans shall take precedence over any of the requirements/guidance stated in this policy.

Revised Administrative Regulation Plan

A. Purpose of Homework

When assigned, homework must include a clear articulation of the following: The purpose(s) and expected outcome(s) shall be clearly articulated in advance. There are four general types of homework that may be optionally assigned, each having a different intended purpose. The purpose of any assigned homework must be aligned with the course curriculum and be grade level appropriate. If homework is assigned, students shall be provided adequate direction and understanding of the assignment as a precedent for assigning homework. Where appropriate, classroom instructional time shall be given at the onset to assist students in effectively understanding and starting the assignment. Instruction shall include opportunities for development of organizational and study skills. Teachers will be able to articulate, How the assignment is related to prior and/or future classroom instruction? Why is it being assigned? How will it be used?

B. The Four Types of Homework Defined

- 1. Practice:** Work to review or reinforce skills and concepts taught in class.
- 2. Incomplete classwork:** Work assigned during the class period that was not completed in class.
- 3. Review:** Work that prepares students for upcoming lessons, assessments and or units of study.
- 4. Make up Work:** Defined in accordance with educational code.

Revised Administrative Regulation Plan, *cont...*

C. Maximum Amount of Homework Time

Transitional Kindergarten and Kindergarten (≤ 10 minutes)

First Grade (≤ 15 minutes)

Second Grade (≤ 25 minutes)

Third Grade (≤ 30 minutes)

Fourth Grade (≤ 45 minutes)

Fifth Grade (≤ 50 minutes)

Sixth Grade: Sixty minutes per day may be assigned. This includes social studies and science homework. Music practice may also be assigned 80 additional minutes per week.

Seventh - Eighth Grade: English and mathematics classes may each assign twenty minutes per day. Other academic classes, including foreign language and science, may assign fifteen minutes per day. For example, a schedule with English, Mathematics, and three other academic classes, this would result in no more than 85 minutes of homework per day. Music practice may be assigned 80 additional minutes per week.

Ninth - Twelfth Grade: English and mathematics classes may each assign thirty minutes per day. Other academic classes, including foreign language, music or science, that do not carry the designation Honors or AP may assign twenty minutes per day. For a schedule with English, Mathematics, and three other academic classes, this would result in two hours of homework per day. High school Honors and Advanced Placement (AP) classes may require more. Consult the school's course catalog and course syllabus.

Revised Administrative Regulation Plan, *cont...*

D. Weekend and Holiday Assignments

Weekend and holiday homework shall not be assigned with the expectation that it be completed during those times. For example, a one-day assignment made on Friday would not be due until Tuesday; a two-day assignment would be due on Wednesday, and so on.

E. Long-Term Homework Assignments

Long-term homework assignments, i.e. those assigned over more than five school days, shall provide a proportionate learning benefit relative to the time required to complete the assignment. The time needed to accomplish long-term assignments should be integrated into the total time needed for all homework assignments, short and long term.

Teachers shall provide clear, written directions for assignments. These directions to students should include all relevant information, such as the due date, the required length (if any), any required format specifics, planned checkpoints, and penalties for late or non-completion of work.

Classroom instructional time should be given at the onset of projects to assist students in understanding and starting the project satisfactorily.

Some checkpoints or scaffolding should be provided during class time with adequate feedback from the teacher with respect to student progress.

No summer homework may be assigned with the exception of Advanced Placement if required or recommended by the College Board.

Revised Administrative Regulation Plan, *cont...*

F. Collaboration

The Superintendent or designee shall collaborate with school administrators and teachers to develop and regularly review guidelines for the assignment of homework and the related responsibilities of students, staff, and parents/guardians. One of the goals of collaboration may be to establish common philosophies and practices across school sites, grade levels, and courses. Monthly site collaboration time as well as other staff meeting times may be used to create accessible common school-wide calendars, coordinate assignments to minimize overlapping tests and projects, and for discussion of best practices related to homework assignments.

G. Professional Development

Ongoing professional development shall focus on the quality of homework. As needed, teachers may receive training in designing relevant homework assignments that reinforce classroom learning objectives. Professional development for teachers may include:

- Training in design of relevant homework assignments that reinforce classroom learning objectives
- Training in research-based practices for grading including the specific impact of zeros
- Training in best practices for each of the four types of homework

Revised Administrative Regulation Plan, *cont...*

H. Notification

At the beginning of the school year, teachers shall communicate homework expectations to students and their parents/guardians. Homework guidelines also shall be included in student and/or parent handbooks. These communications shall include the manner in which homework relates to achievement of academic standards and course content, the impact of homework assignments on students' grades, any school resources and programs that are available to provide homework support, and ways in which parents/guardians may appropriately assist their children.

Throughout the school year parents/guardians shall be provided access to the following information:

- a. What homework has been assigned and whether it will be included in a student's grade
- b. The date of assignment and due date

This shall be done in a manner that allows parents/guardians to access the above information outside of school hours and without having to travel to the physical school campus. It is recommended that such access be through direct provision of the information via an online medium, in particular at the secondary grade level where the district provides access to online course tools.

If a student repeatedly fails to complete his/her homework, the teacher shall notify the student's parents/guardians as soon as possible so that corrective action can be taken prior to the release of any final grades or report cards.

Although it is the student's responsibility to undertake assignments independently, parents/guardians may serve as a resource and are encouraged to ensure that their child's homework assignments are completed. When a student repeatedly fails to complete their homework, the teacher shall notify the student's parents/guardians as soon as possible so that corrective action can be taken prior to the release of any final grades or report cards.

Revised Administrative Regulation Plan, *cont...*

I. Annual Review

On an annual basis, the Superintendent or designee shall initiate evaluation of this policy and its regulations and provide recommendations for revision as needed.

J. Roles and Responsibilities

- Students
- Teachers
- Parents/Guardians/Caregivers
- Principals and Site Administrators
- The Superintendent or designee

Update on Homework/Makeup Work Policy

Board Discussion