

### **HOMEWORK / MAKE-UP WORK**

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

#### **School-Site Homework Plan**

The principal and staff at each school shall develop and regularly review a school-site homework plan which includes guidelines for the assignment of homework and describes the responsibilities of students, staff and parents/guardians. The plan will be submitted to the District office and provided to parents no later than October 1<sup>st</sup> each year.

The plan shall identify all of the following:

1. For each grade level, the amount of time that students shall be expected to spend on homework.
2. For each grade level, the extent to which homework assignments shall systematically involve participation by parents/guardians.
3. The means by which parents/guardians shall be informed about:
  - a. Homework expectations;
  - b. How homework relates to the student's grades;
  - c. How best to help their children;
  - d. Repeated failure of student to complete and submit homework.
4. Techniques that will be taught to help students allocate their time wisely to meet their deadlines and develop good personal study habits.
5. The access that students shall have to obtain:
  - a. Resource materials from the library media center; and
  - b. Assistance and/or tutoring through telephone help lines, web resources, and/or after-school centers
6. The means by which teachers shall coordinate assignments so that students do not receive an overload of homework one day and very little the next.

7. For each grade level, the extent to which homework assignments shall emphasize independent research, reports, special reading and problem-solving activities.
8. Make-Up Tests and Assignments
  - a. The plan will include information about expectations for submission of make-up work in the event of excused absences, unexcused absences, suspensions and trancies.

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(Replaces: AR 5145.1 Instructional Materials)

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