

Mt. Vernon City Administrative Guidelines

2330 - HOMEWORK

The following guidelines have been developed to assist principals in working with staff to establish appropriate homework assignments:

- A. Homework may be assigned as a supplement to the instruction given by teachers in their classes. Homework shall reinforce and enrich a student's activities beyond the school day and teachers are expected to avail themselves of the opportunity to further stimulate the learning of students by such assignments. The type, frequency, and quantity of homework assigned with the focus on quality rather than quantity, will be determined by the nature of the subject and the needs of the individual student.
- B. Homework shall be seen as one of the many activities in the total life of the student. It should be shared with responsibilities for family living, participation in extra-curricular activities, pursuit of cultural interests, and exploration of personal interests.
- C. Assignments should involve application of knowledge, reinforcement of communication, research and other skills, and should provide experiences which strengthen attitudes and allow for creativity.
- D. In accordance with this belief, all homework assignments will be graded or reviewed. Assignments shall be returned to the student in the time appropriate for the nature of the assignment.
- E. Punishment assignments should never be given.
- F. The purpose of homework, in terms of the goals of a program, should be clear to the student when assigned, the work corrected when returned, and both the strengths and weaknesses of his/her work communicated in ways which provide for improved performance.
- G. As part of the process of using homework as a learning tool, students should be involved in learning how to critique their own and each others' work based on clearly-defined criteria related to the particular program or course of study.
- H. The time limits for the completion of homework should:
 - 1. be reasonable and consistent with the nature of the assignments given
 - 2. provide for interim appraisal of progress where assignments involve blocks of time

3. include a reasonable time for make-up of missed homework assignments and/or improvements based on teacher comments.
- I. Daily homework shall be returned within three (3) school days so that students receive immediate feedback.
 - J. Projects or term papers shall be returned within five (5) school days of the due date unless extended by the principal.
 - K. Parents should be made aware of the District's homework guidelines as well as the way each of their child's teachers will be using homework as a learning activity.
 - L. Any variance from the above guideline requires prior approval by the principal.

Challenge Program Guidelines

The curriculum in the Challenge class is offered in lieu of classroom work. Students will not be responsible for making up work completed in the regular classroom during the time they are scheduled in the alternative program. However, students are responsible for long-range assignments, projects, new concepts and tests in the regular classroom as specified by the classroom teacher.

If students miss a required test while attending the Challenge program, the classroom teacher will give an appropriate amount of time for the test to be administered with no grading penalty.

Teachers are encouraged to use these options in lieu of homework:

- A. Ask students to complete a few of the most difficult items first. If students can successfully complete the difficult items, no further homework is necessary.
- B. Use pre-tests and post-tests in specific areas to determine what concepts students have already mastered to eliminate classroom and/or homework requirements.
- C. Give alternate assignments or learning contracts for Challenge students to extend or enrich their learning.
- D. When concepts are not easily understood, or additional practice is needed, extend the time for homework to be completed and turned in, much like an excused absence.