Instruction AR 6140

## HOMEWORK PLAN

The Mendocino County Office of Education principal and staff shall develop and regularly review a homework plan which includes guidelines for the assignment of homework and describes the responsibilities of students, staff and parents/guardians. The plan shall identify all of the following:

- 1. For each grade level, the amount of time 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.
- 4. Techniques that will be taught to help students allocate their time wisely, 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.
  - b. assistance and/or tutoring through telephone help lines 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

## Makeup Work

The Superintendent or designee shall notify parents/guardians that no student may have his/her grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205. (Education Code 48980)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension. (Education Code 48913)

## MENDOCINO COUNTY BOARD OF EDUCATION

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