Homework

Frederiksen Elementary School is committed to supporting children to realize their full academic, social, and emotional potential. An essential component to meet this goal is to establish strong partnerships between staff, students, and parents. Homework should be purposeful, challenging and relevant, and extend student learning to directly influence the student’s ability to meet our district’s high academic standards.

Homework is defined as any task assigned to students by school teachers that is meant to be carried out during non-instructional hours. This includes independent preview, practice or completion of skills and concepts taught during class, projects, test and performance preparation, and daily independent reading.

Parent/Guardian and Student Support of Homework

Parents/Guardians can support their children in successfully completing homework by providing a location and time daily for them to complete their assignments. Whether it is the local library, the kitchen table, or a desk in the child’s room, an effective place to work, study, and concentrate is the first step toward homework success. Adults should monitor and talk with their children about their assignments to assist in helping them to plan and allocate their time wisely, meet deadlines, and develop effective study habits.

Students can be successful in completing homework on time by bringing home the necessary supplies from school that are required to complete the assigned work. The school supplied planners for students in grades 3-5 should be brought from school to home and back again on a daily basis.

Homework Expectations

The maximum number of minutes that students are expected to spend on homework, excluding independent reading, per night per grade is as follows:

- K = 10 minutes
- 1 = 10 minutes
- 2 = 20 minutes
- 3 = 30 minutes
- 4 = 40 minutes
- 5 = 50 minutes

Assigned independent reading shall not exceed an additional 30 minutes per night.

In the event that homework is consistently exceeding the guidelines for your child, please contact your child's teacher to arrange a conference.

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Students and parents/guardians may obtain information about homework expectations through teacher websites, email, newsletters, and Back-to-School Night.

Parents/Guardians should plan to:

- Monitor and assist their children with the completion of homework daily.
- Be more involved with younger children, or children who have alternative learning needs.
- Be more involved earlier on in the school year to help in forming good homework habits.
- Contact their child’s teacher at any time to obtain information about their child’s homework performance.

Homework Policies

- Assigned independent reading shall not exceed an additional 30 minutes/night.
- Tests shall not fall on the first school day immediately after a weekend or holiday.
- Due dates for projects shall not fall on the first school day immediately after a weekend or holiday.
- There should be no homework over winter break.
- Teachers shall conduct appropriate mid-project checks.
- Grade level teacher teams will coordinate homework across the grade level in order to be consistent with homework administration and collection.
- Project due dates, test dates, and extra-curricular activities/performances will be communicated to families via classroom newsletters, email, homework packets, and for grades 3-5, in school planners.
- The fifth grade staff will work closely with the middle school to aid in the transition from elementary to middle school.

Additional Support

- If any student needs additional support with homework, the parent/guardian or the student may request assistance from his/her classroom teacher.
- A student in grades 4-5 who struggles to complete homework may be assigned to study hall during the first recess break of the day to complete his/her work. Study hall is located in our courtyard and is under the supervision of the assigned monitor.
- A student in Special Education may be assigned modified homework by his/her classroom teacher and/or the Resource Specialist.
- English Language Learners may be assigned modified homework by his/her classroom teacher and/or the English Language Development Specialist.

Communication

Parent/guardian concerns regarding a class assigned project or homework need to be addressed to the classroom teacher via email, phone call, or in person conversation. Teachers will return parent phone calls or emails in a reasonable amount of time between Monday-Friday. A reasonable amount of time would be within 36 hours upon receipt unless a staff member is absent.

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Absences and Make-Up Work

Students are expected to complete assigned work, quizzes, and tests given during their absence. They have an equal number of days to complete missed work as they were absent (ex. 1 day absent = 1 day extra to complete the assignment; 2 days absent = 2 days extra to complete the assignment) without a decrease in the student grade/credit.

Independent Study

It is crucial that your student attends school daily. Lost classroom time is difficult to replace. However, if you find that you need an extended absence during the school year, you will need to request an Independent Study Contract. Below are the guidelines and policy for requesting an Independent Study Contract.

- Parent must notify administration at their student’s school at least 10 school days prior to the absences.
- Students whose achievement level is below grade level standards may not be eligible. (There should be evidence that the student will work independently to complete the program.)
- Students who have had an Independent Study Contract (ISC) in the past and did not successfully complete it, are not eligible for a new contract.
- Contracts are issued for a minimum of 5 school days and a maximum of 20 days. On the 21st day your child will be dropped.
- Contracts may not be faxed or emailed, unless worked out with the administration.
- A student with disabilities, as defined in Ed Code 56026, is not eligible for Independent Study unless his/her individualized education program specifically provides for such participation (Ed Code, 51745).
- Student must turn in work before or on the agreed contract date for absences to be cleared and to avoid truancy procedures.
- If you are requesting an Independent Study Contract the last two weeks of school and will not return until the following year, work must be returned no later than the Friday, before the last day of school.
- Students may receive an incomplete or drop a grade on the report card, due to incomplete class participation.
- Students who do not turn work by the contract agreed date, will be marked unexcused and will be tagged truant.

Grading

Grading is an important means of communicating student performance and progress. Grades are an impartial, consistent reflection of the quality of the student’s work and his/her mastery of course standards. Student learning is supported by daily attendance and homework completion, class participation, and academic honesty. Parents/Guardians will be notified of student progress through a mid-trimester Progress Report and a Report Card each trimester. Progress Reports only need to be provided to a student who is not meeting grade level academic and/or behavior and study skill standards at the time of the progress reporting date. However, at any time, a parent may ask for a meeting to discuss their child’s progress.

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Grade Scale and Assignments

- Grades are based primarily on student’s mastery of the course content standards utilizing a rubric and/or grading scale. Student mastery can be demonstrated in a variety of ways, including but not limited to: classwork, oral and written performances, projects, teacher observation, and tests and quizzes.
- Students in the 1st and 2nd grade will receive a DRA (Developmental Reading Assessment) score determined by the Dublin Unified School District’s benchmark levels.
- Students in Kindergarten through the 5th grade will receive writing grades based upon the rubrics provided by the Dublin Unified School District for the different genres of writing.
- Students shall be given multiple attempts at mastery of course content standards. (A.R. 5121)
- Teachers are encouraged to consider a student’s best performance in relation to mastery of curriculum. Teachers are discouraged from giving ‘high stakes’ assessments that may substantially lower a trimester grade. (A.R. 5121)
- Curriculum, homework, and grading will be coordinated, consistent, and aligned among grade level teams. (A.R. 5121)
- Teachers in Kindergarten through 5th grades will continue to work collaboratively to develop and implement a rubric system that gives parents/guardians more information about their children’s developmental levels and promotes students’ self-esteem and experiences of success. (A.R 5121)

Policies and Procedures

- Students in the 4th and 5th grades will be given an opportunity to demonstrate subject mastery through test corrections or re-taking assessments.
- Teachers in the 4th and 5th grades will remind students of missing assignments to minimize the amount of zeros recorded for missing student work.
- In the event a parent wants to review a student assessment, he/she may request for a conference with the teacher to review their student’s assessment.
- Students are expected to complete Independent assignments on their own.
- Students are expected to complete group projects by individually contributing to the task.
- Students are expected to access only their own documents housed in Google classroom and to not tamper with any other student’s work.
- Students are expected to submit their own writing - plagiarism is not acceptable.
- Homework should reflect the student’s best effort and academic honesty.

Missing Work

- Upon any absence (excused or unexcused), the student is responsible to request missing assignments from the classroom teacher upon returning to school. The student has the equivalent of number of days absent to complete the assignments (i.e. 2 days absent = 2 days to complete the assignments).
- If a student is suspended, he/she will be allowed to make up any given assignments and assessments (1 day suspension = 1 day to complete the task).
- Missing assignments must be submitted to the classroom teacher.

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