

HOMEWORK/MAKEUP WORK

The board of education believes that homework relevant to material presented in class provides an opportunity to broaden, deepen or reinforce the pupil's knowledge. Teachers must use discretion in deciding the number and length of assignments. The board encourages the use of interrelated major homework assignments such as term papers, themes and creative art projects.

Homework shall not be used for punitive reasons.

Pupils absent for any excused reason must make up assignments, classwork and tests within a specific length of time. In most cases, a reasonable length of time shall be the same number of school days as the days missed unless previously determined otherwise.

Pupils being excused for any reason other than sickness, must make arrangements with the teacher of the missed classes in order to make up the work missed. This must be done before the absence from class.

Incompletes

When a pupil does not complete work missed for absence or other reasons, he/she will receive an "incomplete" for the marking period. Pupils will be given 5 school days following the end of the marking period to make up the missed work.

If work is missing during the final marking period of the school year, the grade will be left to the discretion of the teacher. The teacher who has given an incomplete is responsible for reporting to the pupil the work he/she has missed and citing the consequences mentioned above.

Date: Reviewed: June 18, 2008

Adopted: September 17, 2008

Legal References: Use legal reference sheet.

Key Words: Homework, Makeup Work

Legal References

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Other Reasons:

Common sense indicates the advisability of having a policy covering:

- A. The administration's responsibility to provide makeup opportunities for pupils who have been absent;
- B. The pupil's responsibility for makeup;
- C. The effect of lack of makeup on grade;
- D. Guidelines for regular assignment of homework.

This is a critical policy in pupil and parent/guardian relationships with the schools.

Recommendation:

A policy providing clearly defined makeup opportunities, requiring that the pupil be informed that taking advantage of these opportunities is his/her responsibility, and that there are clearly defined penalties for not doing so.

<u>Legal</u>	N.J.S.A. 18A:11-1	General mandatory powers and duties
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<u>References:</u>	N.J.S.A. 18A:36-14	Religious holidays; absence of pupils on; effect
	N.J.S.A. 18A:54-20	Powers of board (county vocational schools)
	N.J.A.C. 6:8-8.1 et seq.	Approved public elementary and secondary school summer sessions

<u>Possible Cross References:</u>	1320	Participation in out-of-school community activities
	*1322	Contests for pupils
	*5020	Role of parents/guardians
	*5113	Absences and excuses
	*5124	Reporting to parents/guardians
	*6145	Extracurricular activities
	*6153	Field trips
	6174	Summer school

*Indicates policy is included in the Critical Policy Reference Manual.