

## **HANDBOOK CHANGES FOR ELEMENTARY 2018-2019**

### **PK-6 HOMEWORK POLICY**

#### **Currently:**

Homework policies are at the teacher's discretion.

#### **Proposed:**

The purpose for assigning homework is to give students the opportunity to extend lessons, practice skills, engage in critical thinking and develop good work habits. Homework can also serve as one form of communication between the teacher and the family. It is important that homework does not add stress to family life. Therefore, it is up to the student, family, and teacher to share the responsibilities for homework.

The National Education Association endorses the 10-minute rule, which states that the maximum amount of homework (all subjects combined) should not exceed 10 minutes per grade level per night (not including nightly reading.) For example: 1st grade would be 10 minutes, 2nd grade would be 20 minute, and so on.

Children differ in the amount of time it takes them to complete homework. The teacher may think he or she has given a 20-minute assignment, but one child may finish it in 20 minutes while it takes another child an hour. If homework seems excessive and your child is having a hard time completing it, let the teacher know the amount of time your child spends on each assignment so she can adjust as needed.

### **ELEMENTARY TARDIES & LEAVE EARLIES**

#### **Current Tardy Policy:**

A student who is tardy to class will be subject to disciplinary action. GRADES PRE-K –6: For each individual class period during the same six weeks grading period, a student shall be subject to disciplinary action on and after the 3rd tardy.

#### **Current Leave Early Policy:**

Class time is important. Doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time.

#### **Proposed Tardy & Leave -Early Policy Change:**

Class time is important, and teachers are teaching right up until dismissal time. Doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time.

Students will be marked tardy after 8:10am.

Students who are signed out before 3:30 have 3 school days after their return to produce an acceptable excuse. If an acceptable excuse is not produced within 3 days of the leave-early, it will be considered "Unexcused."

<b>Unexcused Tardies &amp; Leave-Earlies</b>	<b>Action</b>
3	Phone call home.
5	Conference with teacher.
7	Conference with principal

### **GRADING GUIDELINES FOR THE ELEMENTARY CAMPUS**

**Current:** The district will report progress to parents as numerical scores. Numerical grades will be reported on a scale of 0 to 100 with 70 as the passing standard.

Kindergarten – 2nd

1. Reading, Language Arts and Math are required to have a minimum of 10 grades per six weeks. All grades will be weighted the same and averaged together for a final end of the six weeks grade.
2. Science and Social Studies are required to have a minimum of 7 grades per six weeks. All grades will be weighted the same and averaged together for a final end of the six weeks grade.

**Proposed Change:**

Kindergarten-2nd grade will report grades every 6 weeks using standards-based report cards. Standards-based grading and reporting provides detailed information about how a child is doing in each subject. Parents will see whether their child needs extra assistance in certain standards or when they need to be challenged even more. By using these clearly defined standards, teachers and parents can work together to ensure that students succeed. The following scales will be used.

Kindergarten- 1st Grade

- A= Above grade level expectations
- M= Meets grade level expectations
- I= Improvement needed

2nd Grade

- 4= Go beyond second grade standards

3= Meets second grade standards

2= Progress being made toward meeting second grade standards

1= Area of Concern- not making appropriate progress

**Current:**

4th-6th grade

The following percentages apply for report card grade calculation: 70% Daily, 30% Major.

3rd grade

Reading, Language Arts and Math are required to have a minimum of 10 grades per six weeks.

Science and Social Studies are required to have a minimum of 7 grades per six weeks.

**Proposed Change:**

3rd-6th daily and tests are weighted the same.

3rd-6th grade

Reading, Language Arts and Math are required to have a minimum of 10 grades per six weeks.

Science and Social Studies are required to have a minimum of 7 grades per six weeks.

**REGRADE/RETAKE POLICY**

**Currently:**

Pre-K thru 1st - Students will receive no corrections on graded papers.

2nd Grade - Students who score below a 70 will be given the opportunity to make corrections to raise their grade by 10 points, but may not score any higher than a 70.

4th-6th Grade- Students who score below 70 on any assignment will be given the opportunity to correct the assignment for a revised grade of 70. In addition, a parent/guardian signature will be required to receive the revised grade.

**Proposed Change:**

PK-2nd Grade- Students will continue to work towards mastery of grade-level skills during each grading period in an effort to meet standards by the end of the year.

3rd -6th Grade- All students have the opportunity to make corrections or retake an assignment in an attempt to show mastery. Students who score below a 70 on Academic Achievement assignments (tests) will be given **one** opportunity to correct or retake that assignment for a revised grade up to a 70. Corrections or retakes must be completed by the end of the 6-weeks.