

## Richland Elementary Guide on Curriculum and Instruction

- All teachers are expected to maintain a class web page. All web pages should be updated weekly with current curriculum focus and at least every nine weeks with general curriculum information.
- Change Team Bulletin Boards no later than the end of the 2<sup>nd</sup> week of every nine weeks. Boards should display student work completed while working on Thematic Integrated Units. Display a complete Project Description and Rubric on or near the board.
- All homeroom teachers are expected to completely implement Accelerated Reader. The administrators will monitor this program. The STAR Reading (Star Early in KK) test should be given 3 times a year, the end of September, the end of January and the end of May. Parents must receive a copy of the parent report. Although it is helpful to set goals for the students to ensure that they are reading and passing the tests, Per SCS policy, AR is not allowed to be included in the reading/language arts grades. The STAR and Early STAR are also to be used for progress monitoring for KK-3<sup>rd</sup> grades (4<sup>th</sup> and 5<sup>th</sup> grades will use Reading Plus for Progress Monitoring)

### Homework Policy

Homework is defined as meaningful and quality work assigned to students to be completed during non-instructional hours. It is the policy of this school system that no more than **10%** of each nine weeks' grade will be based on the evaluation of homework assignments. **Teachers in departmentalized grades should coordinate homework assignments so the students are not overloaded on a particular night or week.**

Homework should:

- \*reinforce principles, skills, concepts and information taught in the classroom
- \*be meaningful, appropriate to the ability and maturity level of students, well explained, and clearly understood by students
- \*stimulate creative, logical and critical thought
- \*provide an opportunity for the creative application of material mastered in the classroom
- \*teach the student self-discipline and self-motivation regarding the responsibility and effort required to complete assignments
- \*promote independent in-depth study of the chosen topics
- \*provide opportunities for broad enrichment activities
- \*promote wise and orderly use of time
- \*never be given as punishment (**no write-offs should be issued for homework**)

Teachers shall:

- \*create an effective system for communicating homework guidelines to parents
- \*design quality homework
- \*allow for varied learning styles by including choices in types of assignments
- \*set clear and compelling standards for the quality of student work
- \*assign homework only in those areas, which have been taught and sufficiently understood so that students can complete the assignment(s) satisfactorily
- \*give special consideration to limiting weekend assignments and avoiding routine assignments over the holiday and vacation time
- \*provide students with a reasonable estimate of the amount of time necessary to complete each homework assignment
- \*provide specific written explanation of long-range assignments so that the requirements and expectations are clearly understood by the students and their parents
- \*collect homework when due, assess, and provide timely and appropriate feedback
- \*give notice well in advance for student projects including rubrics, expectations, and timeframes

### **Stanford Math Intervention**

All students will use Stanford Math and IXL for intervention or enrichment. Identified 3<sup>rd</sup>-5<sup>th</sup> grade students will be required to use Stanford Math for at least 60 minutes a week. Teachers will monitor the students' progress weekly, using the usage reports, modify, add, or delete skills based on the students progress, and report to administration monthly on the students' progress.

### **Reading Plus**

All 4<sup>th</sup>-5<sup>th</sup> grade students needing intervention will use Reading Plus for 90 minutes per week. The reading interventionists will work with the students using this program, however, homeroom/reading teachers will be expected to monitor the students' progress through the use of the reports.

### **iStation**

All KK - 3<sup>rd</sup> grade students will use iStation according to SCS guidelines.