

SECTION: PROGRAMS

TITLE: LESSON PLANS

ADOPTED: March 14, 1994

REVISED:

Farrell Area School District

111. LESSON PLANS

1. Purpose

SC 510

To ensure continuity of instruction, the Board requires lesson plans and plan books. The purpose of these plans is to provide the teacher with a convenient, systematic way of organizing and planning classroom work and to provide an adequate guide for substitutes.

2. Responsibility

To facilitate more effective instruction, lesson plans must be prepared at least one (1) week in advance. These plans shall be brief, general statements of what is planned and shall include information pertinent to the effective implementation of a lesson.

Lesson plans and plan books may be requested for review at any time by the supervisor, principal or Superintendent.

Teachers are to provide adequate directions for substitutes - the purpose of which shall be to continue, if possible, the ongoing program or, if more appropriate, a meaningful educational alternative that relates to the subject area.

Plan books must remain in the teacher's desk overnight to be available to substitute teachers at all times.

School Code
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