LENAPE TECHNICAL SCHOOL

SECTION: PROGRAMS

TITLE: LESSON PLANS

ADOPTED: June 16, 2005

REVISED: August 20, 2015

111. LESSON PLANS

1. Authority
   SC 1850.1

To ensure continuity of instruction, the Joint Operating Committee requires professional staff members to develop and maintain daily/weekly planning guides.

2. Delegation of Responsibility

Daily/Weekly plans shall be the responsibility of each instructor. They shall be completed in duplicate each week.

One set of the daily/weekly plan is to be retained by the instructor in a loose leaf notebook or where accessible to Administration and/or a substitute teacher, while the other one is turned in to the office by each Thursday for the next week.

In case of absence, the daily/weekly plan shall be available to any substitute teacher who may be called. Daily/Weekly plans shall also be available for homebound teachers should they be employed.

As a minimum requirement each daily/weekly plan should include objectives to be taught, references to texts and other sources, procedures and out-of-class assignments, when applicable.

School Code
1850.1