

**Policy**

---

LESSON PLANS

All teachers are required to maintain and use an updated curriculum guide for preparation of lesson plans for each subject taught. Lesson plans must include objectives which specify what pupils should know, or be able to do, at the completion of that lesson. Lesson plans should be prepared in enough detail with enough clarity to enable a substitute teacher to carry on the program during the absence of a teacher.

When the teacher plans to use materials not included in the curriculum guide, he/she should list these materials in the lesson plan.

The superintendent/principal or his or her designee shall check lesson plans on a regular basis.

Adopted: January 27, 2002  
NJSBA Review/Update: September 2009  
Readopted: May 2010

<b><u>Legal References:</u></b>	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.A.C.</u> 6A:8-2.1 <u>et seq.</u>	The Core Curriculum Content Standards
	<u>N.J.A.C.</u> 6A:8-3.1 <u>et seq.</u>	Implementation of the Core Curriculum Content Standards
	<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts

**Possible**

**Cross References:** \*4115 Supervision  
\*4116 Evaluation  
\*4121 Substitute teachers  
\*6010 Goals and objectives  
\*6142 Subject fields  
\*6143 Curriculum guides

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