

INSTRUCTION

Lesson Plans

To ensure proper planning and continuity of instruction, the board requires that each teacher prepare lesson plans for daily instruction. To facilitate more effective instruction, lesson plans must be prepared at least three (3) days in advance of the actual class presentation. The format for the lesson plan will be specified by the building principal and shall be reviewed on a regular basis. The plan book must be readily available when a substitute teacher is needed. The principal is responsible for ensuring that lesson plans are implemented appropriately and in a timely fashion.

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