

Lesson Plans Procedures

Lesson plans are a content framework for an outcomes-based system and a researched-based instructional process to be maximally used; see exhibit 2120.2X. A research-based instructional process includes the following components (language or terms may vary depending upon the research model used):

- Phase 1-** Pre-teaching
 Planning
 District Outcomes
 Prerequisites
 Vocabulary
 Materials
- Phase 2-** Teaching or Instructional Delivery
 Prerequisite Review
 Cue Set/Motivation
 Best Shot
 Guided Practice/Mini Best Shot
 Independent Practice
 Formative Assessment
 Correctives/Extensions/Enrichment/SDL
 Closure/Review
- Phase 3-** Testing or Instructional Evaluation
 Summative Assessment
 Self-evaluation

Roles and Responsibilities**Principal**

1. Implement board policy and district curriculum at the building level.
2. Observe, critique, and assist in quality design and delivery of lessons.
3. Request assistance from district level staff as needed for inservice and information to teachers.
4. Recommend staff development and personal growth in content design and instructional delivery.

Teachers

1. Be responsible to district policy and state law and the teaching and documentation of all required content areas.
2. Teach, re-teach and extend student learning outcomes using a research-based instructional process. Assess student performance and monitor and adjust instruction based on that assessment.

3. Make lesson plans available to principals on a regular basis.
4. Provide clear lesson plans for substitutes which support curriculum delivery in the instructional process.
5. Communicate to student, parent(s)/guardian(s), and principal the current classroom learning plan.

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