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Descriptor Term:
LESSON PLANNING

Descriptor Code:
3.3500

Legal References: G.S. 115C-47, 105.27, -288, 301.1, -307,

Cross References:

Instructional delivery plays a crucial role in the attainment of educational goals and objectives. Well-prepared lesson plans help ensure superior delivery of the curriculum program.

Each teacher shall prepare daily lesson plans based on the North Carolina Standard Course of Study and Essential Standards and applicable curriculum and instructional guides developed by the school system. The following criteria should be followed regarding lesson plans:

1. Daily lesson plans shall be accessible to the school principal at any time during the school day.
2. Teachers shall maintain lesson plans for one year in order to allow the teacher and supervisory staff the opportunity to assess the instructional delivery and evaluate whether there are any gaps in the curriculum.
3. When planning lessons, teachers must consider:
 - a. Specific outcomes and objectives that relate to the curriculum
 - b. Planned activities, instructional strategies and special materials
 - c. Activities to address individual student needs
 - d. Assessment and evaluation criteria and
 - e. Evidence of curriculum alignment and continuity of instructional program.

Teachers are responsible for seeking clarification whenever they are unsure about the requirements of the policy.

Principals are responsible for ensuring compliance with this policy. Staff development opportunities should be provided, as necessary, to ensure compliance.