

SPRINGFIELD PUBLIC SCHOOLS
Springfield, New Jersey 07081

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 building principal shall check lesson plans on a regular basis.

Legal References:

N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:54-2 Powers of board (county vocational schools)
N.J.A.C. 6A:8-2.1 et seq. The Core Curriculum Content Standards
N.J.A.C. 6A:8-3.1 et seq. Implementation of the Core Curriculum Content Standards
N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts

Manual for the Evaluation of Local School Districts

Cross References:

4115 Supervision
4116 Evaluation
4121 Substitute teachers
6010 Goals and objectives
6142 Subject fields
6143 Curriculum guides

Approved: June 30, 1997
Revised: August 18, 2008