

POLICY

BOARD OF EDUCATION FRANKLIN BOROUGH

TEACHING STAFF MEMBERS

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Lesson Plans

Feb 76

Apr 84

Jan 89

To help one to do a good teaching job, the Board of Education expects every teacher to make lesson plans at least a week in advance. Lesson plans should be turned in at the time specified and must meet the requirements laid down by the principal. They will be collected at the close of the school year.

Plan books must remain in the teacher's desk overnight to be available for substitute teachers at all times, and should contain sufficient data to enable a substitute teacher to take over a class.

Date Adopted: 2/16/76

Date Revised: 4/9/84, 1/16/89