Black Mountain Elementary
Council Policy

Council Policy Type	Policy Number
( ) By-Laws (Council Operational Policy) (x) Function (School Operational Policies)	1.08

POLICY TOPIC DESCRIPTION
Lesson Plans

POLICY STATEMENT
Lesson plans will be e-mailed or placed in CIITS and sent to the Principal on Monday for the upcoming week. An Electronic copy shall be kept on file by each teacher. **Modifications will be made in all lessons plans for the Special Needs and Gifted Education students.** **Special lesson plans will be provided for substitute teachers in advance of the teacher's absence. These plans will provide suitable student work, plus the daily schedule of the students, in the event of an emergency teacher's absence.** **The administration will review lessons plans on a weekly basis to ensure alignment with the district, school and state learning goals and assessment expectations for Student learning.**

8-5-14	9-2-14	9-2-14
1st reading	2nd reading	Updated 8-6-13 Revised 8-6-13 Adopt
Eddie Stewart Council Chairperson	Eddie Stewart Council Chairperson	Eddie Stewart Council Chairperson