

LEBANON SCHOOL DISTRICT

POLICY: 106
SECTION: PROGRAMS
TITLE: GUIDES FOR PLANNED INSTRUCTION
ADOPTED: JULY 18, 1994
REVISED: MARCH 19, 2018

106 – Guides for Planned Instruction

Authority

Guides shall be prepared for all planned instruction adopted by the Board in order to direct and assist the professional staff toward the attainment of academic standards established for a course of study.¹

Guidelines

Each guide may contain, as appropriate to that planned instruction:

1. Objectives of the instruction.
2. Concepts and skills to be taught.
3. Appreciations to be developed.
4. Suggested activities designed to achieve the objectives.
5. Assessment criteria and methods intended to evaluate the extent to which learning objectives have been achieved.
6. Reading list of supplemental titles for the guidance of teachers.

Delegation of Responsibility

Each guide shall be construed as providing a basic framework for the planned instruction. Within this framework, each teacher shall use the guide in a selective manner best designed to meet the needs of students.^{2, 3, 4}

¹ 22 Pa. Code 4.4

² 22 Pa. Code 4.11

³ 22 P.S. 1511

⁴ 24 P.S. 1512

The Superintendent or designee shall be responsible for development and implementation of a plan for preparation of such guides which includes:

1. Participation by appropriate staff members and resource personnel.
2. Continuing research in instructional methods, materials, activities and assessment strategies.
3. Systematic review of all guides to ensure their continuing effectiveness in achieving established academic standards.

A system of administrative review shall be implemented to ensure that guides are being followed by teaching staff members to the degree of conformity required.

Copies of all current guides for planned instruction shall be kept on file in the office of the Superintendent.