



## Wilson School District Lesson Plan Protocol

### [Board Policy 111](#)

This lesson plan protocol outlines the expectations and procedures for lesson planning within the Wilson School District. The [district lesson plan template](#) will ensure consistency, focus on student learning targets and success criteria aligned to standards, and provide a framework for effective instruction and assessment. Professional learning opportunities will be offered on topics related to lesson planning and instructional design.

#### **Who will use this lesson planning template?**

- All new educators\*\* (Formal Observations)
- Educators receiving Direct Observation through the Supervision Cycle
- Educators on Improvement Plans

#### **New Educators\*\***

- New educators will receive training on how to use the district lesson plan template.
- Using a standardized template will help new teachers develop strong planning skills.
- New Educators will submit a copy of the District Lesson Planning Template in PAETEP in preparation for the pre-observation meeting in *1e:: Coherent Instruction*.\*\*
- Mentors, Instructional Coaches, Lead Learners, and administrators will be available to provide feedback and support during the lesson planning process.

#### **Direction Observation - Supervision Cycle**

- Educators will submit a copy of the District Lesson Planning Template in PAETEP in preparation for the pre-observation meeting in *1e: Coherent Instruction*.
- Feedback will be provided based on the district lesson plan template and the specific needs of the educator.
- The goal is to support the educator in the continuous design and implementation of effective and engaging lessons that promote student learning,

#### **Improvement Plan**

- Educators will submit a copy to the administrator one week in advance or as noted in their Improvement Plan.
- Feedback will be provided based on the Improvement Plan goals as they relate to instructional planning and instruction.
- The goal is to support educators in the design and implementation of effective and engaging lessons that promote student learning.

