

Book	Policy Manual
Section	100 Programs
Title	Planned Instruction
Code	106
Status	Active
Adopted	September 1, 2021

Authority

Planned instruction shall be adopted by the Joint Operating Committee in order to direct and assist the professional staff toward the attainment of academic and vocational standards and established competencies for a program of study.[\[1\]](#)[\[2\]](#)

Guidelines

Each planned instruction may contain:

1. Objectives of the instruction.
2. Concepts and skills to be taught.
3. Suggested activities designed to achieve the objectives.
4. Suggested methods of instruction.
5. Assessment criteria and methods intended to evaluate the extent to which learning objectives and competencies have been achieved.

Each teacher shall use planned instruction as the core of the program s/he has been assigned to teach.

Delegation of Responsibility

The Administrative Director or designee shall be responsible for the preparation of planned instruction, and shall develop administrative regulations for such preparation which include:

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 planned instruction to ensure their continuing effectiveness in achieving established academic and vocational standards and competencies.

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

Planned instruction shall be kept on file electronically in the office of the Administrative Director.

Legal

1. 22 PA Code 4.4

2. Pol. 107

24 P.S. 1511

24 P.S. 1512

24 P.S. 1841

22 PA Code 4.11