



NOT FOR REPLICATION

 School Specialty  
*Planning & Student Development*

LESSON  
**PLAN**



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**INSTRUCTIONS FOR FIRE DRILLS**

**INSTRUCTIONS FOR HEALTH PROBLEMS**

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**DAILY  
SCHEDULE  
OF  
CLASSES**

<b>FIRST SEMESTER SCHEDULE</b>					
PERIOD	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY

<b>SECOND SEMESTER SCHEDULE</b>					
PERIOD	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY

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**CALENDAR  
OF  
IMPORTANT  
SCHOOL  
EVENTS**

MONTH	IMPORTANT DATES
SEPTEMBER	
OCTOBER	
NOVEMBER	
DECEMBER	
JANUARY	
FEBRUARY	
MARCH	
APRIL	
MAY	
JUNE	

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Class . . .

Seating Plan . . .

Period . . .


Class . . .

Seating Plan . . .

Period . . .


Class . . .

Seating Plan . . .

Period . . .


Class . . .

Seating Plan . . .

Period . . .


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Class . . .

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Period . . .


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**GENERAL NOTES AND INFORMATION**

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## INVENTORY OF EQUIPMENT

DATE	DESCRIPTION OF ITEM	QUANTITY	SERIAL NUMBER	REMARKS
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## RECORD OF TEXTBOOKS

CLASS	TITLE OF TEXTBOOK	NUMBER RECEIVED	DATE RECEIVED	NUMBER RETURNED	DATE RETURNED
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## STANDARDIZED TESTS

DATE	CLASS	TEST TITLE	NOTES

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## STANDARDIZED TESTS

DATE	CLASS	TEST TITLE	NOTES

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WEEK OF _____	MONDAY	TUESDAY	WEDNESDAY
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			

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*Notes on Materials and Activities* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

THURSDAY	FRIDAY	Notes on Pupil Performance

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Memoranda


WEEK OF _____	MONDAY	TUESDAY	WEDNESDAY
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			
Room _____ Period _____ CLASS _____ _____			

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*Notes on Materials and Activities* \_\_\_\_\_

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THURSDAY	FRIDAY	Notes on Pupil Performance

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Memoranda




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## 7 SUBJECT MASTER LESSON PLAN BOOK

• 42 WEEKS

