

## Lesson Plan Submission Form K-12

This form is to be used by **Harrisonburg City Schools** teachers to submit an original lesson plan for consideration and approval through the Technology Literacy Challenge Fund Grant awarded to HCPS. Teachers whose lessons are accepted will receive a \$ 250 stipend. Recertification points (Option 9) can be awarded for time spent creating and testing lessons (1 point per hour). In addition, the lesson plans can be used to satisfy Standard 5 of the Technology Standards for Instructional Personnel (TSIP) portfolio. Lessons may come from any content area and should be submitted no later than **May 11, 2002**. Grant recipients will be notified by May 31, 2002.

Please remember that lessons must be original. They may incorporate existing web pages, but the teacher submitting the information must create all ancillary materials. Teachers may submit an unlimited number of lesson plans, however only one stipend of \$250 will be awarded per teacher. Teachers who cooperatively submit a lesson will receive a total stipend of \$250 to be shared. Lesson plans and materials will not be returned so please do not send original documents.

First Name:		Last Name:	
E-mail:			
Give Credit To:			
Lesson Title:			
School:			
Grade level you teach:			
Is this a single lesson plan or a unit lesson plan?			
Should this be considered for recertification?			
Please select the primary curriculum:	Math		Science
	English/Writing		Social Studies
	Technology		Other
Target grade level:			
SOL listings by grade level can be found at <a href="http://www.pen.k12.va.us">http://www.pen.k12.va.us</a>			
Primary SOL's:			
Secondary SOLs:			
Goal:			
Objectives:			
Total Time Required to Complete Lessons:	Class periods:	Minutes:	
Purpose:			

Materials:

Procedure:

Observations:

Conclusions:

For your Information:	
Extension:	
Class Discussion Questions:	
Cautions and Concerns:	
Has this lesson been tested on students? What grade level?	
Has another teacher taught this lesson? Who?	
Has another teacher observed this lesson? Who?	
Are sample student products attached?	
Amount of time to develop this lesson (for recertification purposes).	
Teacher signature and date	
Technology Supervisor signature and date	