

**Section: Instruction**

**Title:** Textbook Material Checklist

**Previous Policy Number:** IIA-1-E

**Presented as below to School Board for Review on 10-9-02, 10-23-02**

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**TEXTBOOK MATERIALS CHECKLIST FOR CONSIDERATION**

Instructions:

Each individual reviewing texts for possible adoption by the district must complete this form. Your ratings and comments will assist in the selection of the most appropriate and useful materials for student and staff. Please feel free to attach additional sheets as necessary.

It is important that reviewers are familiar with and have available the district and course goals and philosophies that these texts will support. These materials are available from the building administrator. On a scale of 1-5 (1=low and 5=high) please rank the text you are reviewing according to the following areas. When complete, please turn this form into your Text Selection Committee Chair.

**Selection Criteria**

1. Outcomes – Are expected outcomes indicating what proficiencies learners will acquire as a result of instruction stated?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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2. Assessment – Are measures included that frequently assess student progress?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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3. Materials – Are instructional and supplementary materials included that are keyed to the expected instructional outcomes?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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4. Teacher/Material Training – Are materials and instruction provided for teachers to enhance the use of the text with students? What services are offered by the publisher to assist staff?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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5. Appeal – Is the text visually and intellectually appealing? Does it appear that students will find it an attractive and interesting text?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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6. Reporting – Are materials and procedures included to assist teachers in reporting children’s progress to parents and to identify those students who may require additional instruction?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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7. Cost Effectiveness/Durability – Is the cost of the text consistent with like texts? Does the quality of the materials appear to allow for a long life?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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8. Relevancy – Does the text appear to have the potential for relevancy over time?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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9. Readability/Adaptability – Is the reading level appropriate for students in the designated grade? Are there activities that allow for students of different ability levels?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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10. Curricular Match – Will the text assist in meeting the objectives established for courses in district developed curriculum guides and support the overall K-12 scope and sequence?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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11. Testing Program – Does the text have a reasonable match with the assessments that the district uses? (CTBS, CRT, Nevada Proficiency)

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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12. State Framework – Does the text cover areas recommended in the State Framework?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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13. Multicultural/Global Perspective – Does the text meet the intent of the district's Multicultural education policy? Is the text free of stereotypical views of any group, does it enhance student's appreciation of all people regardless of race, color, national origin, gender, age, sexual orientation or handicapping condition?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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14. Preparation for Post Education Life – Does the text present materials to prepare our students to be competitive in an increasingly global society and economy?

Rating \_\_\_\_\_ Comments \_\_\_\_\_

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**Total Rating for the Text** \_\_\_\_\_

**Additional Reviewer's Comments:**

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**Reviewer's Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_