

# Killingly Public Schools

**TEXTBOOK CHANGE REQUEST**     **EDITION CHANGE REQUEST**

*Please check one*

*Textbook change request requires completion of all sections*

*Edition change does not require BOE approval*

## **Section I**

Submitted by:

(Department Coordinator, Committee Chair): \_\_\_\_\_

Date: \_\_\_\_\_ Grade/Subject: \_\_\_\_\_

Current Title: \_\_\_\_\_

Copyright Date: \_\_\_\_\_ Number of copies in current use: \_\_\_\_\_

Condition of current inventory: \_\_\_\_\_ (excellent, good, fair, poor)

Fully explain reasons for requesting text/edition change: \_\_\_\_\_

\_\_\_\_\_

Requested Replacement Text or Edition

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Publisher: \_\_\_\_\_ Copyright: \_\_\_\_\_

This would be used in (course/subject): \_\_\_\_\_

Has there been a shift in national/local standards for this subject? \_\_\_ Yes \_\_\_ No (If no, skip to Section III-edition changes only)

## **Section II**

A. What other texts were reviewed/compared with the recommended text? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Why was this text selected and how will it improve the implementation of the curriculum?

\_\_\_\_\_

\_\_\_\_\_

The recommending individual(s) should respond to each of the following questions.

Circle One

- 1. Does the recommended text implement the approved curriculum? Yes No N/A
- 2. Has this text been reviewed for appropriateness of content and readability for the grade and level intended? Yes No N/A
- 3. What is the readability for this text? \_\_\_\_\_
- 4. Will this text stimulate growth in factual knowledge, literacy appreciation and ethical values? Yes No N/A
- 5. Will this text help students develop abilities in critical reading and thinking? Yes No N/A
- 6. Will this text assist in the provision of an effective basic education that does not discriminate on the basis of race, age, color, religion, national origin, sex or physical disabilities? Yes No N/A
- 7. Will this text allow sufficient flexibility for meeting the special needs of individual students and groups of students? Yes No N/A

**Section III**

What is the cost per student text? \_\_\_\_\_ What is the cost per teacher's guide? \_\_\_\_\_

Are there other materials that are essential that must also be purchased and what is their cost per student/or per class?

\_\_\_\_\_  
\_\_\_\_\_

This text will/will not replace a text now in use.

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Submit to Assistant Superintendent of Curriculum and Instruction*

Signature of Asst. Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

**Section III: BoE Approval** (for textbook change only)

Presentation to BoE Curriculum Sub-Committee

Approval of textbook change: \_\_\_\_ Yes \_\_\_\_ No

Signature of BoE Curriculum Sub-Committee Chair: \_\_\_\_\_ Date: \_\_\_\_\_

\* \* \* \* \*

Presentation to full Board of Education

Approval of textbook change: \_\_\_\_ Yes \_\_\_\_ No Date: \_\_\_\_\_