

INSTRUCTIONAL MATERIAL ADOPTION FORM

Samples (include but are not limited to) tradebooks, ebooks, publications, novels, and workbooks.

Please complete this form and forward it electronically to the appropriate instructional coordinator. Until you have received written correspondence confirming the adoption of the recommended book, please refrain from using it – either in part or in its entirety – for instructional purposes.

Book/Material Title

Author

Publisher

Recommended Instructional Level from Published Review	Proposed Grade Level To Be Used In

How is this book/material appropriate for the suggested grade level?

What critical understandings will students learn from reading this book/material? Please be specific.

How does this book/material support the implementation of the Common Core State Standards?

LANGUAGE ARTS, SOCIAL STUDIES, ESOL, SCIENCE SECTION

Please use the attached “text complexity scale” and place an “X” if it is simple or complex.
TEXT COMPLEXITY...

Literary Text Structure		Language Complexity/Clarity		Levels of Meaning		Knowledge Demands	
Simple	Complex	Simple	Complex	Simple	Complex	Simple	Complex

MATH ONLY SECTION

Please complete the following table to determine the alignment with the Common Core Standards.
CONTENT ALIGNS WITH COMMON CORE...

Content		Practices		Multiple Representation		Accessible to all	
Yes	No	Yes	No	Yes	No	Yes	No

Does this book/material contain any of the elements below?

Please place an “X” for “yes” or “no” for each category. If yes, please cite page numbers.

Elements	YES	NO	PAGE(S)
Bullying			
Child or Parent Abuse/Neglect			
Classism			
Cultism			
Death			
Divorce			
Mistreatment of Animals			
Profanity			
Racism			
Sexism			
Sexual Identity			
Sexual Situations (explicit or implied)			
Substance Abuse			
Suicide			
Violence			

Please provide a detailed explanation below (cite page numbers) if other parts of this book/material may be considered controversial or objectionable to community standards?

This book/material is appropriate for classroom use because it: (Please place an "X" for "yes" or "no" for each category.)		
	YES	NO
Appeals to student interests		
Employs a sense of timelessness		
Features age-appropriate characters		
Offers different perspectives		
Provides a timely and pertinent message		
Reflects a pluralistic society		
Other		

Please explain why you are recommending this book/material for adoption.

Please remember that materials must be favorably reviewed by **at least three evaluators** and the instructional coordinator / program facilitator.

Evaluator:			
School:		Date:	

Evaluator:			
School:		Date:	

Evaluator:			
School:		Date:	

ADMINISTRATION USE ONLY:

Approved for use in grade levels: _____ Date Approved: _____

Coordinator's Signature: _____

Any comments:

