Richland School District

Instructional Materials Recommendation Form

This form with its reviews is to be completed by each member of the review committee based on the Materials Review Criteria.

Curriculum Renewal Committee: _____

Name of Material Selection: _____

Name of Reviewer: _____

☐ Parent/Community Member ☐ Staff Member – building: _____

☐ I recommend this material without reservation.

☐ I recommend this material with reservations because

☐ I do not recommend this material because

Could you recommend an alternative title for consideration? _____

Summary of Evaluation						
	High |----------| Low					M*
	5	4	3	2	1	0
I. Course Goals	☐	☐	☐	☐	☐	☐
II. Content	☐	☐	☐	☐	☐	☐
III. Effectiveness of Material	☐	☐	☐	☐	☐	☐
IV. Technical Quality	☐	☐	☐	☐	☐	☐
V. Bias	☐	☐	☐	☐	☐	☐
**M = Missing. Material should have had item but does not.*						

Signature: _____ Date: _____

Materials Review Criteria

Selection of basic instructional materials must be consistent with District, building, and course goals. The selection must also be consistent with the state Essential Academic Learning Standards and with the district Academic Learning Requirements.

Use the following rating scale to evaluate the material in each area identified:

I. Course Goals	High |----------| Low						
	5	4	3	2	1	0	N/A
1. Aligned to content standards as outlined in course scope and sequence	☐	☐	☐	☐	☐	☐	☐
2. Meets renewal criteria as identified by curriculum renewal committee	☐	☐	☐	☐	☐	☐	☐

II. Content	High |----------| Low						
	5	4	3	2	1	0	N/A
1. Appropriate to the age, experience, and maturity level of students for whom it is intended.	☐	☐	☐	☐	☐	☐	☐
A. Deals with any sensitive issues effectively.	☐	☐	☐	☐	☐	☐	☐
B. Language use and theme are appropriate. (violence, drugs, suicide) (Attach explanation for issues that might cause concern.)	☐	☐	☐	☐	☐	☐	☐
2. Contributes to students' understanding of themselves	☐	☐	☐	☐	☐	☐	☐
3. Aids in building positive attitudes and understanding	☐	☐	☐	☐	☐	☐	☐
4. Depicts diversity of American life	☐	☐	☐	☐	☐	☐	☐
5. Depicts unity of American life/patriotism	☐	☐	☐	☐	☐	☐	☐
6. Deals effectively with issues and problems	☐	☐	☐	☐	☐	☐	☐
7. Offers accurate and/or balanced viewpoints	☐	☐	☐	☐	☐	☐	☐
8. Makes provision for distinguishing between fact and opinion	☐	☐	☐	☐	☐	☐	☐
9. Stimulates critical thinking	☐	☐	☐	☐	☐	☐	☐

III. Effectiveness of Material	High |---------- | Low 5	4	3	2	1	0	N/A
1. Provides clearly organized teacher edition and additional material	☐	☐	☐	☐	☐	☐	☐
2. Has appropriate sequential development	☐	☐	☐	☐	☐	☐	☐
3. Provides system for measuring student achievement	☐	☐	☐	☐	☐	☐	☐
4. Adapts to individual needs and/or interests	☐	☐	☐	☐	☐	☐	☐
5. Provides varied teaching and learning strategies	☐	☐	☐	☐	☐	☐	☐
6. Provides differentiated support for struggling students, high achieving, English language learners, etc.	☐	☐	☐	☐	☐	☐	☐
7. On-line resources support instruction and student learning	☐	☐	☐	☐	☐	☐	☐
8. On-line resources provide opportunities to enhance and extend learning	☐	☐	☐	☐	☐	☐	☐

IV. Technical Quality	High |---------- | Low 5	4	3	2	1	0	N/A
1. General appearance	☐	☐	☐	☐	☐	☐	☐
2. Readability of type	☐	☐	☐	☐	☐	☐	☐
3. Quality of paper and binding	☐	☐	☐	☐	☐	☐	☐
4. Appropriateness of illustrations	☐	☐	☐	☐	☐	☐	☐
5. Format and general organization	☐	☐	☐	☐	☐	☐	☐
6. On-line resources provide ease of navigation for teacher	☐	☐	☐	☐	☐	☐	☐
7. Students can utilize on-line resources independently	☐	☐	☐	☐	☐	☐	☐

V. Bias **A bias review should consider the following elements according to WAC 392-190-055**	Screening criteria to identify and eliminate bias in all textbooks and instructional material		
	sex	race	creed
	religion	color	national origin
	honorably discharged veteran or military status	the presence of any sensory, mental or physical disability	gender expression/gender identity
	sexual orientation	the use of trained dog guide or service animal	

	High |---------- Low						
	5	4	3	2	1	0	N/A
1. Elimination of bias as defined by WAC 392-190-055	☐	☐	☐	☐	☐	☐	☐

COMMENTS: