

Kaukauna Area School District Curricular Resource Adoption Form

Subject/Grade or Course: _____

Person Completing Form: _____


Instructor Resource: _____

Title/Item: _____ Author: _____ Publisher/Company: _____ Copyright Date: _____ ISBN: _____ Lexile Score: _____ Recommended: _____ strongly _____ acceptable _____ do not consider	# Materials Needed: _____ Cost Per Item: _____ Other Costs Not Identified: _____ Shipping Charges: _____ Representative Contact Info: _____ TOTAL COST: \$ _____
---	--

Directions: This checklist is designed to help you evaluate the appropriateness of the materials you are considering for adoption. This form is intended to assist you in considering multiple factors as you review materials. Please rank the statements below using the following rating system:

3 = Excellent 2 = Acceptable 1 = Poor 0 = Not Acceptable NA = Not Applicable NF = Not Found

OVERALL STRUCTURE	3	2	1	0	N/A	NF
1. Text is durable, size of book & print are appropriate, and illustrations & format are appealing.						
2. Content reflects essential concepts/skills, of course content.						
3. Subject matter is thoroughly covered & presented in a logical, clear sequence.						
4. Material reflects common core standards.						
5. Teacher editions are easy to use, clearly formatted, and provide instructional methods & activities to meet the needs of all students.						
6. Lessons are constructed with interventions that offer remediation, extension, and challenge activities.						

 CONTENT & ORGANIZATION	3	2	1	0	N/A	NF
1. Instruction & activities reflect different learning styles, interests, & ability levels.						
2. Instruction & activities help students make connections between prior knowledge/experiences and new information presented in the text.						
3. Instruction & activities show students the relationship & application of skills & concepts to real life.						
4. Materials are free of bias related to sex, race, culture, & stereotype.						
5. Content specific terms are well defined & include descriptions and/or examples for clarification.						
6. New concepts are explicitly linked to a student's prior knowledge.						
7. Vocabulary explicitly taught.						
8. The main ideas, concepts, & important information are clearly stated & explained.						
9. The organization of the text provides students with aids that guide them through the text. (Some of these include: marginal notes, highlighting, pre-reading plus purpose setting, guided reading questions, summary questions/statements, extended reading activities, study techniques, writing activities.)						
10. College and career readiness skills are infused into the materials.						
11. Illustrations, graphs, maps, charts, etc., enhance the understanding of text & clarity or relate to key concepts.						
 ASSESSMENT	3	2	1	0	N/A	NF
1. Assessment is centered on knowledge of the main ideas, concepts, & skills.						
2. The major goals & objectives of the course curriculum are evaluated.						
3. Assessment centers on the student's understanding of the learning process as well as the content.						
4. Differentiated and multi-level assessments are available.						
 MOTIVATION	3	2	1	0	N/A	NF
1. Content & manner of presentation are interesting & relevant to the students.						
2. Activities are meaningful, motivating, & challenging to students at varying levels of learning.						
3. Materials allow students to think critically & creatively.						

APPROVAL:

Principal: _____ Date: _____

Director of Curriculum/Instruction: _____ Date: _____

