

**SERIES 300
INSTRUCTION**

Board Exhibit 361.1

INSTRUCTIONAL MATERIALS EVALUATION

Team: _____ Date: _____

Curriculum Area: _____ Grade Level/Course: _____

Sample #1: Title: _____ Copyright Date: _____
Author: _____ Cost per Copy: _____
Publisher: _____ Quantity Needed: _____
Readability Level: _____

Sample #2: Title: _____ Copyright Date: _____
Author: _____ Cost per Copy: _____
Publisher: _____ Quantity Needed: _____
Readability Level: _____

Sample #3: Title: _____ Copyright Date: _____
Author: _____ Cost per Copy: _____
Publisher: _____ Quantity Needed: _____
Readability Level: _____

Evaluators (staff names):

Comments: _____

To be used for the selection of instructional materials to be purchased in multiple quantities.

Directions: This checklist is designed to help evaluate the appropriateness of instructional materials. The goal is to find out what aspects of the materials are or are not appropriate. Rate the statements below using the following rating system. Complete one check list per text review.

A – Excellent B - Acceptable C – Poor D – Not Applicable

STRUCTURE OF MATERIALS

	A	B	C	D
1 Have an appropriate Table of Contents, Glossary, Index, Appendix, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Are durable; size of book and print are appropriate; illustrations and format are appealing and appropriate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Content reflects concepts and skills defined by the district and area goals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 Have a clear organization pattern.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 Subject matter is presented in a logical, clear manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Reflects instructional practices defined by current research.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CONTENT AND ORGANIZATION

1 Instruction, vocabulary and activities are developmentally appropriate for various learning styles, interests and ability levels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Are free of bias and stereotype.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 The main ideas, concepts and information are clearly presented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 The layout is appropriate and motivating to students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 Illustrations, graphs, maps, charts, etc. enhance the understanding of material and clarify or relate to key concepts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Teacher editions and resources are organized in a helpful manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 Supports K-12 program philosophy, goals, scope and sequence and grade level expectations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ASSESSMENT

1 Assessment is linked to the goals/objectives defined by the K-12 curriculum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Student’s progress is assessed in a variety of ways.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Assessment centers on the student’s understanding of the process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADDITIONAL COMMENTS

Legal References:

Cross References:

Date of Adoption: 12-16-09

Date of Revision: