



**LOS GATOS-SARATOGA UNION HIGH SCHOOL DISTRICT**

**RECOMMENDATION FOR ADOPTION OF INSTRUCTIONAL MATERIALS**

Please “save as” and type in space provided

Proposing School:		Date:
Proposed and Reviewed by:		
Course Title:		
Title:		Author (s):
Edition:	Publisher:	Publication Date:
ISBN #:	Quantity Needed:	Cost/Book:

Select One	Type of Instructional Material	
	Primary Textbook— <i>Complete Rating Form Below</i>	
	Supplementary Textbook	
	Novel	
	Technology-based	Describe:NA
	Test	Describe: It does provide testing material
	Other	Describe:

Select One	Proposed New Instructional Material is for:
	Additional material for an existing course.
	For use in a new course.
	To replace other instructional material.
Title of material replaced:	
Reason for replacement:	

<b>Please Provide a brief narrative explaining reasons for selection</b>

<b>Textbook Rating Form</b>		
<b>Evaluator(s):</b>		
<b>Rating Items *</b>	<b>Rating</b>	<b>Comments</b>
1. Reading and vocabulary level satisfactory for intended group.		
2. Presentation of subject matter is appropriate for intended group.		
3. Explanations are clear and provide for student understanding.		
4. Meets course objectives.		
5. Aligns with state content standards.		
6. Supplementary instructional materials are adequate.		
7. There is sufficient range in problems, assignments, questions, etc., to meet individual needs.		
8. Material is presented adequately without political or religious bias.		
9. Does this book require a workbook?  Yes <input type="checkbox"/> No <input type="checkbox"/> Cost:		
10. Web-based supplementary resources available.		
11, The roles of minorities, women, and the disabled are fairly represented.		

**\* Rating Scale:** 0 – NA 1 – Unsatisfactory 2 – Below Average 3 – Average 4 – Very Good 5 – Excellent

<b>Department Chair Recommendations - Select One</b>		
_____ Support adoption _____ Do not support adoption		
<b>Dept Chair Name/SHS:</b>	<b>Signature:</b>	<b>Date:</b>
_____ Support adoption _____ Do not support adoption		
<b>Dept Chair Name/LGHS:</b>	<b>Signature:</b>	<b>Date:</b>

<b>Principal Approval</b>	
These materials comply with all requirements of the Education Code.	
<b>Principal's signature:</b>	<b>Date:</b>

**Date of Board Approval:** \_\_\_\_\_