

TEXTBOOK EVALUATION REPORT

Return to:
State Textbook Adoption
NEVADA DEPARTMENT OF EDUCATION
Southern Nevada Office
9890 South Maryland Parkway Suite 221
Las Vegas, Nevada 89183-7168

Requests for Textbook Adoption must be:

1. Completed by the School District on the Textbook Evaluation Report TA-02 Form with official original signature.
2. Received by the Department of Education 45 days prior to a scheduled meeting of the State Board of Education.
3. Evaluations received by the Department after the allotted timeframe will be processed and placed before the State Board of Education at the first available scheduled meeting of the State Board of Education.
4. Evaluations received by the Department after June 30th will be considered by the State Board of Education during the following school year term at a scheduled meeting of the State Board of Education after September 1st.

School District _____

Date(s) of Committee Selection &/or Pilot _____

Date Submitted _____ By _____
(Signature of Committee Representative)

Contact Phone: _____ FAX: _____ E-mail: _____

*Subject _____ Grade Level(s) _____

Sub-subject: _____

*Subject: select from list on back of PLANNED TEXTBOOK EVALUATION PROJECTS, Form: TA-01

A. TEXTBOOK/Series

Title _____
(Print EXACT Title as shown On Title Page)

Author(s) _____

Publisher _____ ISBN# _____

Publisher's Address _____

Latest Copyright Date: _____ Revision Date (if applicable): _____ Edition # (if applicable): _____

Note: The District is required to prepare the Rubric used with the Summary Listing that confirms the alignment to the State Content Standards. And in addition, a Completed Textbook Evaluation Report must include: Original and 1 copy of Report, Form TA-02 (pages 1-5), plus 1 copy of the Textbook/Series Title Page (front and back).

Title of Textbook/Series

(Print EXACT Title as shown On Title Page)

Nevada Department of Education

NRS 390.005, 140, 160, 220, & 230

Textbook Adoption Procedures

CERTIFICATION of COMPLIANCE

I HEREBY CERTIFY that, to the best of my knowledge, the Textbook/Series (titled above) was compared to the Nevada State Standards and or Nevada Course of Study and this district's curriculum goals and objectives, and has been found to support and be consistent with the standards. I have on file the Rubric used in making the evaluation of this textbook/series that matches alignment to the state content standards in the appropriate subject area/curriculum used for this report.

District Name _____

Signature,
Designated District Representative _____

Print Name _____

Title _____

FOR NEVADA STATE DEPARTMENT USE ONLY

Date Received:

Approved:

B. EVALUATION PROCEDURE

Method: (check one)

Committee(s)

Classroom Piloting

Both

- As outlined in NAC 390, the evaluation committee must include a teacher or teachers who are licensed to teach the subject areas or grade levels in which the textbook is being considered for use, an administrator or curriculum specialist and at least one parent of a pupil who is enrolled in the school district. Additional members may be appointed at the discretion of the district superintendent.

Listed below are the members of the evaluation committee and their designated representation on the committee who have determined these materials align to support the **State Standards** for the subject area. If the textbook was evaluated by classroom piloting and found to support the **State Standards** for the subject, list below the name(s) of the piloting teacher(s) and their grade level and/or subject:

**Names of Committee
Members or Piloting Teacher(s)**

**Representation
(Grade Level/Subject if applicable)**

- List below the times and locations that parents of pupils enrolled in the district and other members of the community were afforded an opportunity to review the textbook, to determine the alignment of the textbook to the State Standards both in content and in process, and to submit written comments to the committee before the final recommendations were made:

Date/Time

Location

C. EVALUATION CRITERIA

As certified to on page 2 of this report, the Textbook/Series has been aligned to the Nevada State Standards, Course of Study, and this district’s curriculum Goals and Objectives and is consistent with these standards, with the following exceptions:

✓ = NO EXCEPTIONS noted. ✓ =EXCEPTIONS noted.

If EXCEPTIONS were noted, provide a detailed response for each, using page 5 of this report, making copies of that page as needed.

Districts must **respond to all** items listed. Any “No” or “N/A” in the District’s response requires a written comment/explanation, and justification to be placed on page 5.

	YES	NO	N/A
1. The textbook/series is well organized in the manner and presentation of material.	_____	_____	_____
2. The cover, binding and print for the textbook/series are of good quality.	_____	_____	_____
3. The textbook/series has been reviewed for accuracy of information presented.	_____	_____	_____
1. The textbook/series has appropriate support materials and references.	_____	_____	_____
5. The textbook/series stimulates student interest.	_____	_____	_____
6. The textbook is aligned to the State Standards for both content and process in the subject.	_____	_____	_____
7. The textbook/series depicts the following in a variety of achievements and occupations and portrays the cultural and racial diversity of our society:	_____	_____	_____
• Age Groups	_____	_____	_____
• Ethnic/Racial Groups	_____	_____	_____
• Sex Roles	_____	_____	_____
• Handicapped	_____	_____	_____

D. SPECIAL CRITERIA

**LITERATURE – HISTORY – SOCIAL SCIENCE
TEXTBOOK/SERIES ONLY**

NRS 390.140.2 states: “A textbook must not be selected for use in the public schools in classes in literature, history or social sciences unless it accurately portrays the cultural and racial diversity of our society, including lessons on the contributions made to our society by men and women from various racial and ethnic backgrounds.”

Does this textbook/series: (Any “No” or “N/A” response requires a written comment/explanation on page 5.)

	YES	NO	N/A
1. Portray the cultural and racial diversity of our society?	_____	_____	_____
2. Include lessons on contributions made to society by men and women from various racial and ethnic backgrounds?	_____	_____	_____

If your evaluation process **noted EXCEPTIONS** to the Nevada **State Standards** and or the Nevada Course Study or your district’s goals and objectives, **attach a detailed response for each.** Use this page to provide this information, making copies as may be needed.

E. TEMPLATE/RUBRIC and LISTING OF SUMMARY STEPS undertaken that describes the steps completed to reach the decision in the selection of the textbook is on file at the district offices. **Additionally, the District may elect the OPTION to create its own Rubric and secondly to further submit the Rubric used in reaching their decision on the selection of the textbook to this Report.**

E. EXAMPLE - Template/Rubric Indicating Essential Evaluation Criteria As Follows:

**TEXTBOOK SELECTION TEMPLATE/RUBRIC
(TO BE COMPLETED FOR EACH OF THE TEXT/SERIES EVALUATED)**

Standards Alignment

Evaluator's Name: _____ **Total Pts.** _____

Grade & Subject (Write out grade & subject)		Text/Program: _____ Publisher: _____	
		Ranking 1 – 4 (see below for criteria)	
State Content Standard (Write out content standard)		1 - 2 - 3 - 4	Committee Comments on Strengths or Weaknesses of the text/series program
Justification of Alignment with State Standards: Provide Evidence Through Benchmarks and Specific Examples from the Text/Materials			
State Content Standard (Write out content standard)		1 - 2 - 3 - 4	Committee Comments on Strengths or Weaknesses of the text/series program
Justification of Alignment with State Standards: Provide Evidence Through Benchmarks and Specific Examples from the Text/Materials			
Rubric Criteria:			
1: Deficient = No Evidence			
2: Partial = Text shows some evidence of content found in standard			
3: Adequate = Text shows sufficient evidence of content found in standard			
4: Full = Text shows complete comprehensive coverage of content found in standard			
State Content Standard (Write out content standard)		1 - 2 - 3 - 4	Committee Comments on Strengths or Weaknesses of the text/series program

Justification of Alignment with State Standards: Provide Evidence Through Benchmarks and Specific Examples from the Text/Materials			
State Content Standard (Write out content standard)		1 - 2 - 3 - 4	Committee Comments on Strengths or Weaknesses of the text/series program
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Justification of Alignment with State Standards: Provide Evidence Through Benchmarks and Specific Examples from the Text/Materials			
Rubric Criteria: 1: Deficient = No Evidence 2: Partial = Text shows some evidence of content found in standard 3: Adequate = Text shows sufficient evidence of content found in standard 4: Full = Text shows complete comprehensive coverage of content found in standard			