

CHECKLIST FOR INSTRUCTIONAL MATERIALS ADOPTION
By
NEVADA SCHOOL DISTRICTS

(based on Chapters 389, Nevada Administrative Code and Nevada Revised Statutes)

- 1. Check the Department of Education instructional materials list for names of all instructional materials currently eligible for adoption in the subject area under review.
- 2. Convene a committee similar to that described in NAC 389 to review current approved instructional materials and/or any other instructional materials not on the approved list but available for purchase.
- 3. The committee completes the evaluation of all instructional materials, as specified in NAC 389 using the content specific instructional materials evaluation form. **Form TA-02** is then completed by district staff and submitted to the Department of Education.
- 4. The Department of Education committee completes the evaluation of all instructional materials, using the content specific instructional materials evaluation form.