



Certification of Compliance

Instructional Material Evaluation Report

Submit Completed Applications Using the Following Link:

[Instructional Material Adoption Submission Portal](#)

Form Completion Instructions

All sections of this form must be completed. Incomplete submissions may result in delayed processing.

This form must be completed by the school district and signed by a designated district representative authorized to certify compliance with instructional material adoption requirements.

Below are required attachments the must be submitted through the [Instructional Material Adoption Submission Portal](#):

- Completed Certification of Compliance Form ([IM-03 Form](#))
- Completed High-Quality Instructional Materials (HQIM) Form ([IM-02 Form](#))
- Content-specific [Standards Alignment Form\(s\)](#)
- Instructions on how to access the instructional material.
- A summary of the steps undertaken to reach the instructional materials selection decision.
- Any additional district-developed rubric(s) used in the evaluation.
- Any justifications if an exception is noted under Section D on the IM-03 Form (using the following naming convention: *MaterialName_ExceptionJustification_Date*).

A. School District Information

School District: _____ Date(s) of Committee Selection: _____
Date Submitted: _____ Name of Contact: _____
Contact Phone: _____ Contact Email: _____
Title: _____ Signature: _____

B. Instructional Material Information

Title: _____ Author(s): _____
Publisher(s): _____ Copyright Date: _____
Revision Date (if applicable): _____ Edition (if applicable): _____
Content Area: _____ Grade Level(s): _____
Teacher Edition ISBN: _____ Student Edition ISBN: _____

C. Evaluation Procedure

As outlined in [NAC 389.854](#), the evaluation committee must include a teacher or teachers who are licensed to teach the subject areas or grade levels in which the instructional material 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.

1. List below the members of the evaluation committee and their designated representation on the committee who determined that the instructional materials align with the Nevada Academic Content Standards for the subject area and applicable requirements.

Names of Committee Members

Representation
(include grade level/subject if applicable)

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2. List below the dates, times, and locations at which parents and guardians of pupils enrolled in the district, as well as other members of the community, were provided the opportunity to review the instructional material, assess its alignment to the Nevada Academic Content Standards for the subject area (both content and process), and submit written comments to the committee prior to final recommendations.

Date(s)/Time(s)

Location(s)

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F. Certification of Compliance

Title of Instructional Material

(Print EXACT Title as shown On Title Page)

Nevada Department of Education
Instructional Material Adoption Compliance
NRS 389.840–389.880 and NAC 389.854–389.880

I hereby certify that, to the best of my knowledge, the instructional material identified above was evaluated for alignment with the Nevada Academic Content Standards and the school district’s curriculum goals and objectives, in accordance with NRS 389.840–389.880 and NAC 389.854–389.880. Based on this evaluation, the instructional material was determined to be consistent with those standards, except as noted in this report. The school district maintains on file the rubric(s) used to assess alignment to the applicable state content standards in the subject area addressed.

District Name: _____

Signature of Designated District Representative: _____

Printed Name of Designated District Representative: _____

Title: _____

FOR NEVADA DEPARTMENT OF EDUCATION USE ONLY

Date Received: _____ Approved: _____

Comments/Notes: