



SSD Literary Work Approval Form

This form serves as a summary and recommendation to the Instructional Materials Committee. Send this form and a copy of the literary work to the Teaching and Learning Department at least two weeks prior to the date of the presentation to

the Instructional Materials Committee (IMC). Also, please provide a copy of the literary work for parent and student input using their respective review forms.

Teacher's Name(s):	School:
	Course / Grade Level:
	Date Submitted:
Proposed Literary Work Information	
Title:	Author:
ISBN #:	Date Published:
Brief Synopsis:	

Process Rationale

- Core literary works must undergo a district-level adoption process to assure alignment to district and state standards.
- In many contexts of teaching, a variety of factors may impact the suitability of a literary work, such as:
 - Timely and relevant topics/themes to engage student interest.
 - Diverse author viewpoints and literary choice provided for students.
 - Collaborative opportunities within and across content areas.

Part 1 – Purpose of Proposed Literary Work

- What is the purpose of proposing the literary work, and how will it be used in the course of study?

- To what state standards and course goals does this literary work align?

Part 2 – Appropriateness of Proposed Literary Work

- How will the literary work provide rich opportunities to explore relevant themes/topics, literary structure, and language?

- How does the literary work and potential learning tasks match students’ interests and learning/social skills?

- What is the grade level range of the literary work, and is the book approachable for MLL/ SpEd students with scaffolding?

- Does the literary work promote development of self-respect and/or an appreciation of cultural differences and diverse perspectives?

- How does the literary work balance the images and roles of its characters with respect to culture, ethnicity, race, gender, sexual orientation, socio-economic status, veteran/military status, and/or disability?

- Please note with page numbers any perceived socially salient/controversial issues, scenes of graphic violence/sex, and offensive language:

Part 3 – Building Approval Signatures

Signatures below indicate recommended approval of the literary work by the following:

Teacher(s): _____ Date: _____

Department Chair: _____ Date: _____

Principal: _____ Date: _____

Part 4 – Instructional Materials Committee (IMC) Recommendation

Approved Not Approved Date: _____