

Supplemental Instructional Materials Request Form

Willows Unified School District

This form is to be completed by the individual, department, grade-level, or site requesting the supplemental instructional material. The responsibility for the selection/approval of the supplementary materials is delegated to the site principal and Director of C.I.&A., following the recommendation of the CIA Advisory.

Requests for supplemental instructional materials must be accompanied with this curricular framework, which includes investigation and reliability of the resource, alignment and supportive elements to the Common Core state standards, estimated use that maintains fidelity to adopted curriculum, the purpose of the supplemental material (goal), the intended use of the supplemental material, and how you will assess the effectiveness of the supplemental material. Sufficient additional documentation (i.e., quote, descriptions, flyers, ...) must be attached to this document.

Submitted by: _____ School: _____

Date: _____ Content Area: _____ Course/Grade: _____

Instructional Material Name: _____

Publisher: _____ Edition: _____ ISBN: _____

Quantity: _____ Proposed Funding Source: _____

Is this resource consumable: Yes No Utilized for: Tier 1 Tier 2/3

Will it need to be purchased annually? Yes No Is this material: Digital/Online
Print

Total Cost of materials: _____ Both (digital/print)
Online License

Is this supplemental material aligned to the California Common Core State Standards? Yes No

Is this supplemental material to be utilized in any of the following programs: Advance Placement
Dual Enrollment
Intervention
General Ed Course

Provide an explanation of the purpose and/or goal in utilizing this supplemental material for this course. In addition, explain the ways in which the supplemental materials are aligned with and supports the learning of the learning outcomes and standards of this course.

Provide a rationale for the selection of this resource over others. Please include information regarding the investigation and reliability of the source/author.

Estimate the extent to which the supplemental materials will be used (i.e., how often), and how long into the future it will be relevant.

Describe your plan to assess the effectiveness of this supplemental materials?

Teacher signature: _____ Site Admin: _____

Director of CI&A: _____ Date of CIA Review: _____