

WILLIAMS REVIEW SCHOOL/DISTRICT CHECKLIST

School Name: _____	District: _____
District Liaison: _____	
Name	
Phone: _____	Email: _____
Site Liaison: _____	
Name	
Phone: _____	Email: _____
Certification of information by: _____	
Name (Please Print)	
_____ Signature	_____ Date

CHECKLIST OF MATERIALS TO BE RETURNED

ALL SCHOOLS

- | | |
|--|--|
| <input type="checkbox"/> Statement confirming posting of uniform complaint
<input type="checkbox"/> Master Calendar for the first 4 weeks of school
<input type="checkbox"/> SARC
<input type="checkbox"/> School map with room numbers identified and grade level
<input type="checkbox"/> Daily time/bell schedule
<input type="checkbox"/> Copy of Board Resolution of Sufficiency of approved instructional materials | <input type="checkbox"/> Copy of Board minutes that identify the approved/adopted standards-aligned instructional materials
<input type="checkbox"/> Instructional Materials Survey/Inventory (C.2.1)
<input type="checkbox"/> Signed Verification of Current Inventory (C.2.2)
<input type="checkbox"/> Documentation for replacement of materials (C.2.3)
<input type="checkbox"/> Most current enrollment figures: By school and grade level
<input type="checkbox"/> Completed Facilities Inspection Tool (FIT) |
|--|--|

ELEMENTARY SCHOOL

- Elementary Enrollment & Classroom Information
- Instructional Materials Surveys (C.2.1)
- RLA/ELD Instructional Materials
- Mathematics Instructional Materials Survey
- History/Social Science Instructional Materials Survey
- Science Instructional Materials Survey

MIDDLE SCHOOL

- Master Schedule with course titles, room #'s and enrollment in each period of Williams specified courses
- Middle School Enrollment Form
- Middle School Instructional Materials Survey & Course Information (C.2.1)**
 - English/Language Arts
 - Mathematics
 - History/Social Science
 - Science
 - Foreign Language
 - Health

HIGH SCHOOL

- Master Schedule with course titles, room #'s and enrollment in each period of Williams specified courses
- High School Enrollment Form
- High School Instructional Materials Survey & Course Information (C.2.1)**
 - English/Language Arts
 - Mathematics
 - History/Social Science
 - Science
 - Foreign Language
 - Health
 - 9-12 Science Lab Equipment Worksheet