

# WILLIAMS REVIEW SCHOOL/LEA CHECKLIST

School Name: \_\_\_\_\_ LEA: \_\_\_\_\_

LEA Liaison Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Site Liaison Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Certification of information by: \_\_\_\_\_

Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## CHECKLIST OF MATERIALS TO BE RETURNED

### ALL SCHOOLS

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> *Statement confirming posting of uniform complaint</li> <li><input type="checkbox"/> Master Calendar for the first 4 weeks of school</li> <li><input type="checkbox"/> SARC</li> <li><input type="checkbox"/> School map with room numbers identified &amp; grade level</li> <li><input type="checkbox"/> Daily time/bell schedule</li> <li><input type="checkbox"/> *Copy of Board Resolution of Sufficiency of approved instructional materials</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> *Copy of Board minutes that identify the approved/adopted standards-aligned instructional materials</li> <li><input type="checkbox"/> Instructional Materials Survey/Inventory (C.2.1)</li> <li><input type="checkbox"/> Signed Verification of Current Inventory (C.2.2)</li> <li><input type="checkbox"/> Documentation for replacement of materials (C.2.3)</li> <li><input type="checkbox"/> Most current enrollment figures: By school and grade level</li> <li><input type="checkbox"/> Completed Facilities Inspection Tool (FIT)</li> </ul> |
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### 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
  - ☐ English Language Development
  - ☐ Mathematics
  - ☐ History/Social Science
  - ☐ Science
  - ☐ World 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
  - ☐ English Language Development
  - ☐ Mathematics
  - ☐ History/Social Science
  - ☐ Science
  - ☐ World Language
  - ☐ Health
  - ☐ 9-12 Science Lab Equipment Worksheet

\*does not include charters