



TEACHER APPLICANT REFERENCE FORM

Name of Applicant:	Position:
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The applicant listed above has formally applied for a teaching position within the Sequoia Union High School District. As part of the employee selection process, each applicant must have three references who are uniquely familiar with the applicant's ability, potential and/or past performance

Name of Reference:	Phone:
Title:	Email:
Person Completing Reference:	Position:

**PLEASE RECORD A NUMBER USING THE FOLLOWING SCALE TO RATE THIS APPLICANT IN EACH AREA:
1=Outstanding; 2=Above Average; 3=Average; 4=Below Average; 5=Unsatisfactory; NK=No Knowledge**

1. Have you observed this applicant teach? Yes ____ No ____
2. In what capacity have you known this applicant? As an employee ____ As a student ____ Personally ____ Other ____
3. How long have you known the applicant? ____ years ____ months
4. Would you employ/re-employ this applicant? Yes ____ No ____
5. For this position, do you recommend this applicant: Highly ____ Favorably ____ With reservation ____ No ____

Curriculum Knowledge/Subject Content and Student Needs	
Indicator	Rating
Assessment of pupil needs	
Providing content for learners	
Monitoring, assessing and enhancing learning	
Knowledge of instructional strategies to facilitate learning	

Instructional Planning and Delivery	
Indicator	Rating
Instructional Planning	
Flexibility	
Initiative and creativity	
Implementation of planned instruction	

Assessment	
Indicator	Rating
Evaluation of student progress	
Planning assessment	
Using data to drive instruction	
Establishing and maintaining high expectations for learners	

Professionalism and Communication	
Indicator	Rating
Attendance/Punctuality	
Professional attitude	
Potential for professional growth	
Positive attitude towards supervision	
Maturity (poise, self-control)	
Common sense/Judgement	
Cooperation with others	
Effective Communication	
Integrity	
Accuracy and dependability	

Learning Environment	
Indicator	Rating
Classroom management skills	
Development of conducive learning environment	
Motivation and relationship building with students	
Enthusiasm for teaching and learning	

Administrator's Signature	Date

Notes