

RETURN FORM TO:  
 WAKULLA COUNTY SCHOOLS  
 HUMAN RESOURCES  
 P.O. BOX 100  
 CRAWFORDVILLE, FL 32326  
 Or FAX TO 850-926-0123

## WAKULLA COUNTY SCHOOL BOARD

### REFERENCE FOR THE PROFESSIONAL TEACHER

**INSTRUCTIONS FOR APPLICANT:** One of your most recent supervisors must fill out this form. **Before giving this form to your reference, type or print your name and Employee Identification Number (EIN) or your application's Unique Identification Number in the space provided.** Your signature must be written below for this form to be valid.

APPLICANT NAME: \_\_\_\_\_

EIN or Unique Id Number: \_\_\_\_\_

**INSTRUCTIONS FOR REFERENCE:** I have applied for a position with the Wakulla County School District and would like for you to complete the form below in order for my application to be considered for interviews and screenings. This document will not be kept confidential. In making this request I am expressly releasing the reference from any liability by complying with my request.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY REFERENCE:** Your reference will be used to determine the applicant's eligibility for employment as a teacher. Based on your judgment of the applicant, place a check in the appropriate space below:

	Outstanding	Good	Meets acceptable standards	Below acceptable standards	No basis for judgment
1. Lessons are stimulating, motivating, and creative in approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is reasonably firm and consistent in discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Has good mastery of subject area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Adapts instructions and methods recognizing individual differences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Demonstrates appropriate and varied methods of student assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Demonstrates good rapport and works collaboratively with colleagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Displays willingness to participate in extra-curricular school activities, committees, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Communicates effectively, orally and in writing, with students, parents, staff and administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Uses appropriate technology in teaching and learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Shows awareness of larger school/district goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Demonstrates a zest for teaching and learning; seeks self-improvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Maintains a professional appearance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Demonstrates ethical and professional behavior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Demonstrates appropriate attendance and punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or any pertinent information: \_\_\_\_\_

Print Your Name/Title: \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of School or District \_\_\_\_\_ Telephone Number \_\_\_\_\_