

PROFESSIONAL REFERENCE FORM

_____ has applied for a certified position with the Notus School District.

Please rate this applicant in each of the following categories by comparing this individual with others you have observed or for individuals you have had evaluative responsibility. Please check only one column, per line.

CATEGORY	Upper 10%	Upper 25% but not upper 10%	Upper 50% but not upper 25%	Lower 50% but not lower 10%	Lower 10%	No basis for judgment
1. Classroom Management. Provides for large groups, small groups and individual instruction; develop routines and procedures to increase academic learning time; provides an environment conducive to learning.						
2. Discipline. Recognize conditions, which may also lead to discipline problems; establishes clear parameters for student behavior; develops strategies to prevent discipline problems; responds appropriately when problems occur; assists students toward self-discipline						
3. Clarity of Expression. Understands, presents, and discusses concepts precisely, answers questions clearly. Writes effectively using appropriate grammar, spelling, and legible penmanship. Uses the voice appropriately by varying volume and expressions according to task.						
4. Flexibility. Learns new concepts or ways of doing things willingly; co-operates with youth and adults; effectively uses various teaching styles; successfully teaches a variety of assignments; responds to constructive comments and supervision; works well with others in a team, faculty, or parent situation.						
5. Enthusiasm. Displays overall optimism and zeal. Willing to be involved. Participates in district, as well as building projects and committee work. Uses facial expressions, body language, and presentation skills that demonstrate a caring and warmth toward students and prescribe program appropriate to meet needs.						
6. Instructional Skills. Plans And implements effective lessons; has knowledge of current approaches to teaching; applies new ideas and skills. Uses a variety of styles/methods when presenting lessons, which reflect planning and pacing skills appropriate to the students and an enthusiasm for the subject of learning.						
7. Modeling Appropriate Behavior. Encourages respect and confidence of students, parents, and staff. Maintains professional demeanor, behavior, and attire. Models appropriate learning behaviors.						
8. Commitment to Accomplishment. Exerts effort to attain goals; desires productive results. Organizes ideas, time management, and space in a way that the accomplishment occurs. Demonstrates an attitude toward professionalism plans/goals; evidences "self-motivation". Is committed to student growth.						

9. Relation to Students. Develops favorable relationships with students; exhibits empathy for students, is interested in their learning and welfare; responds to student's needs; relates to students of varying socioeconomic, ethnic backgrounds, different learning styles, and various handicapping conditions.						
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Please complete the following information:

How long have you known the candidate? _____

In what capacity did the applicant work with you? _____

Where? _____

What was your title at the time? _____

Basis for your evaluation: (Please check those that apply.)

Served as Supervisor/Evaluator Observed applicant as colleague Observed applicant in community

Other How long? _____

Comment:

Name: _____ Phone: _____

Address: _____

Signature: _____

Thank you!

Please return all pages of this form to:

NOTUS SCHOOL DISTRICT #135

Attn: Human Resources

25257 Notus Road

Caldwell, ID 83607

<p>INFORMATION DISCLOSED ON THIS FORM IS CONSIDERED <u>CONFIDENTIAL</u></p>
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