H o w a r d C o u n t y P u b l i c S c h o o l S y s t e m
1 0 9 1 0 R o u t e 1 0 8 ♦ E l l i c o t t C i t y , M a r y l a n d 2 1 0 4 2

T e a c h e r A p p l i c a n t R e f e r e n c e

Office of Human Resources

Applicant _____ Position _____

I hereby authorize the employer named below to release the information requested to the Howard County Public School System and to provide any additional Information, which the HCPSS may request. I further release the named employer and its agents, employees, etc., from any and all liability in connection with its completion of this form or the provision of the reference information.

Signature _____ Date____/_____/_____

The applicant named above has applied for a position with the Howard County Public School System. Please evaluate this candidate in comparison to others you *have* known in a like position. Your response to the items below will assist us in appraising qualifications and determining possible employment. Your interest and cooperation are most appreciated. All information will be handled in a confidential manner.

Professional Relationship	**Applicant's Dates of Service**
____ Number of times you observed ____ Student teacher under my supervision ____ Teacher under my supervision Other: _____	From:____/____/_____ To: ____/____/_____ Length: yrs_____mo_____ Subject(s) or Grade(s) taught:_____ Attendance Record: _____Good _____ Fair _____Poor

If a former employee, please state reason for leaving: _____ _

Qualification Characteristics	Excels Consistently	Usually Exceeds Standard Requirements	Steady Performance Acceptable Level	Unsatisfactory Performance	Unknown
Preparation: Plans and prepares work effectively					
Speech: Speaks effectively and correctly					
Content: Displays subject matter competency					
Skills: Utilizes a variety of teaching skills and methods					
Management: Exercises pupil control and classroom management					
Interpersonal: Works well with others; shows judgment, tact and willingness to assist					
Accommodation: Varies teaching to the ability levels of pupils					
Motivation: Motivates pupils, gains confidence, establishes rapport					
Stability: Maintains health and emotional stability					
Attitude: Demonstrates responsibility, commitment to teaching, and professional attitude					

How would you recommend this person as a fellow/prospective staff member?

_____Highly Recommend _____Recommend _____Recommend with reservations _____Do not recommend

_____ _____ _____

Name (please print) Signature Title

_____ Date:___/___/____ Phone(_____)_____

School District/Company

_____

Business Address

The respondent is requested to provide on the reverse side or with appropriate attachments, any data that will substantiate the above evaluations or add to the information for making placement decisions. Narrative statements are encouraged.