

CHARLTON COUNTY SCHOOLS
1259 Third Street
Folkston, GA 31537

To: _____
Name of Reference

Street	City	State	Zip Code
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I have submitted an application for a position with the Charlton County School System in Folkston, Georgia. I would appreciate it if you would check the following items in the appropriate column and mail to: Personnel Director, Charlton County Board of Education, 1259 Third Street, Folkston, Georgia 31537.

Last Name of Applicant	First Name	Middle Name
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Field/Position Applied For	Date
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I authorize the Charlton County Board of Education to investigate any information contained in my application. I further authorize all former employers and references to release information about me to the Charlton County Board of Education. I hereby waive my right to review this evaluation form.

_____	_____
Date	Signature of Applicant

Applicant rights are covered by the Civil Rights Act of 1964, Public law 90-202 and Title IX of the Education Amendments of 1972. This agency does not discriminate because of race, color, national origin, creed, religion, sex, marital status, age, or handicap in its programs and activities or employment practices and policies.

APPLICANT RECOMMENDATION FORM
CHARLTON COUNTY SCHOOL SYSTEM
An Equal Opportunity Employer
Folkston, Georgia 31537

LAST NAME OF APPLICANT _____

FIRST NAME _____

MIDDLE NAME _____

FIELD / POSITION APPLIED FOR _____

DATE _____

TO REFERENCE:

Please give your appraisal of applicant's qualifications as observed by you in college training or teaching experience. The information you give will be kept in confidence. Please rate this applicant as compared to others you have trained or supervised. Given a group of 100 teacher applicants, this candidate would rank as follows:

THE APPLICANT:		Poor Lowest 16%	Fair 34%	Good 34%	Excellent Top 16%	Not Known
I.	A. Demonstrates character and integrity					
II.	B. Plans Well					
	C. Uses a variety of techniques, methods and media effectively					
	D. Communicates clearly (written and spoken language)					
	E. Is knowledgeable of the subject being taught					
III.	F. Effectively organizes time					
	G. Demonstrates enthusiasm for teaching					
	H. Maintains appropriate classroom discipline					
	I. Is prompt, neat and accurate with records and reports					
	J. Is regular and punctual in attendance					
IV.	K. Helps learners develop a positive self concept					
	L. Cooperates with school officials and fellow teachers					
	M. Is well-groomed, neat, clean and dresses appropriately					
	N. Is adaptable					
	O. Maintains good student-teacher relationships					

How long have you known the applicant? _____ What was your position? _____

What was the applicant's position? _____

Would you employ the applicant if you had a vacancy in your system or school? YES NO Comments: _____

COMMENDATIONS (Optional)

If I had an opening, I would be enthusiastic about hiring this person. YES

I would be enthusiastic about this person teaching my child. YES

DATE _____

SIGNATURE _____

OFFICIAL POSITION _____

NOTE. The evaluator may write a letter of recommendation to accompany this form or in lieu of this form.