

Please complete this form when interviewing for any administrative position. Send the original Administrative Selection Review Form and all accompanying data to the Department of Human Resources.

ADMINISTRATIVE SELECTION REVIEW FORM

SCHOOL _____

AREA OF VACANCY _____

(If Special Ed., indicate area e.g. LD, MR, etc.)

PRINCIPAL/DESIGNEE _____

NEW

REPLACEMENT FOR:

SEX

RACE

LIST BELOW ALL CANDIDATES INTERVIEWED

	<u>NAME</u>	<u>DATE OF INTERVIEW</u>	<u>SEX</u>	<u>RACE</u>	<u>AREA(S) OF CERTIFICATION</u>
1.					
2.					
3.					
4.					
5.					
6.					

INTERVIEWED BY

TITLE

- | | | |
|----|-------|-------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |

TOP THREE CHOICES: (Order of Preference)

- _____
- _____
- _____

JUSTIFICATION FOR FIRST CHOICE: _____

PLEASE LIST THE NAMES AND TITLES OF THE REFERENCES YOU CHECKED.

APPROVAL

DATE

Principal/Unit Manager	_____	_____
Director/Supervisor	_____	_____
Asst. Supt. for Curriculum & Instruction	_____	_____
Director of Human Resources	_____	_____
Superintendent (Over Budget Only)	_____	_____