

Please complete this form when interviewing for any teaching position. Send the original to the appropriate Instructional Director and a copy to the Human Resources Department. One copy should be kept by the building principal. **Please note that offers for employment can only be made by the Department of Human Resources.**

TEACHER 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.					

	<u>INTERVIEWED BY</u>	<u>TITLE</u>
1.		
2.		
3.		
4.		
5.		

TOP THREE CHOICES: (Order of Preference)

**Certification Status (See Below)*

1. _____
2. _____
3. _____

JUSTIFICATION FOR FIRST CHOICE: _____

PLEASE PROVIDE THE NAMES AND TITLES OF REFERENCES THAT YOU CHECKED.

***Certification Status Codes:**
 1 = 5 yr. Renewal
 2 = Provisional
 3 = Special Ed.

APPROVAL

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

DATE

