APPENDIX I

FREDONIA CENTRAL SCHOOL DISTRICT
TELEPHONE REFERENCE FORM

APPLICANT'S NAME _____

VACANT POSITION _____ BUILDING _____

PERSON MAKING CALL _____ DATE OF CALL _____

PERSON CALLED _____ ORGANIZATION _____

POSITION _____ PHONE NUMBER ( ) _____
>>

HOW LONG DID YOU WORK WITH THE CANDIDATE? _____

IN WHAT CAPACITY DID YOU WORK WITH HIM/HER? _____

WHAT SPECIAL STRENGTHS OR ASSETS DOES HE/SHE HAVE? _____

_____

WHAT AREAS NEED IMPROVEMENT? _____

_____

WHAT SPECIAL ACHIEVEMENTS ARE NOTEWORTHY? _____

_____

HOW WOULD YOU RATE: (1 = high, 5 = low)

CONCERN FOR STUDENTS	_____
KNOWLEDGE OF CURRICULUM	_____
KNOWLEDGE OF TEACHING TECHNIQUES	_____
PROFESSIONAL GOALS	_____
MATURITY	_____
HEALTH	_____
VARIETY OF INTERESTS	_____
PERSONALITY	_____
COOPERATION WITH STAFF/ADMINISTRATION	_____
COMMUNICATION WITH PARENTS	_____
OPENI'TESS TO CRITICISM	_____
FLEXIBILITY	_____

WHAT WAS HIS/HER REASON FOR LEAVING? _____

_____

IF YOU HAD AN OPENING WOULD YOU HIRE THIS PERSON? _____

IS THERE ANYTHING I HAVEN'T ASKED THAT YOU FEEL I SHOULD KNOW? _____

_____

OVERALL COMMENTS _____

_____