ST. MARTIN PARISH SCHOOL BOARD
P. O. BOX 859
ST. MARTINVILLE LA 70582

Note: Reference selection is the applicant's decision; however, *you* are encouraged to use student teaching supervisors, college advisors, principals, and/or instructional supervisors who can evaluate your work.

Name of Reference: _____

Address: _____Zip: _____

Dear Reference:
I, _____, have filed an application for a position with St. Martin Parish Schools for an assignment as a_____
Please complete the evaluative data noted below and mail directly to the Supervisor of Human Resources at the address above.

Sincerely yours,

_____
Applicant's Signature Date

CONFIDENTIAL INFORMATION PLEASE MARK (X)

	Superior	Above Average	Average	Below Average	Poor
1. Accomplishment of aims					
2. Attendance					
3. Attitude					
4. Classroom management					
5. Cooperation					
6. Daily and long range planning					
7. General record keeping					
8. Interest in school activities					
9. Knowledge of subject matter					
10. Organization					
11. Willingness to accept responsibility					
12. General estimate					

13. Please indicate if you would prefer to discuss this applicant by phone: ____Y ____N
    If your answer is yes, please provide your phone number

14. How long have you known the applicant? _____

15. From your knowledge would you employ the applicant?_____

16. Please use reverse side for additional remarks.

Signature: _____

Position: _____

School System: _____

Date: _____