**PERSONNEL RECOMMENDATIONS**

**FOR SCHOOL BOARD**

*Please type and submit to the Personnel Office by Tuesday before the Board Meeting.*

|  |  |
| --- | --- |
|  | SCHOOL BOARD MEETING DATE:       |
|  |  |
| ***GENERAL INFORMATION:*** |
|  |
| CANDIDATE’S NAME:       | POSITION:       |

|  |  |  |
| --- | --- | --- |
| SCHOOL:       | LENGTH OF CONTRACT:       | START DATE:       |
|  |  |  |
| ***EDUCATIONAL BACKGROUND:*** |
| COLLEGE/UNIVERSITY:       | GRADUATION YEAR:      |
|  |  |  |
| MAJOR SUBJECT:      | DEGREE:      |
|  |  |  |
| ***CERTIFICATION:*** |  |  |
| CERTIFICATION CLASS:       | CERTIFICATION NUMBER:       |
| ENDORSEMENT(S):       | EXPIRATION DATE:       |
| MISSISSIPPI CERTIFICATION: [ ]  YES [ ]  NO | OTHER: (SPECIFY)       |
| ***OTHER:*** |
| COMPLETED APPLICATION IN PERSONNEL DEPARTMENT: |  [ ]  YES [ ]  NO |
|  |  |  |
| REFERENCES AUDITED: [ ]  YES [ ]  NO | YEARS OF TEACHING EXPERIENCE:      |
|  |  | (Do not include part-time experience) |
|  |  |  |
| COMMENTS:      |
| RECOMMENDATION MADE BY:      | /       |
|  |  | Title |

**--------------------------------------DO NOT WRITE BELOW THIS LINE----------------------------------------**

DATE RECEIVED IN PERSONNEL OFFICE:

BOARD ACTION [ ] APPROVED [ ] TABLED