

# La Joya Independent School District Teacher Recommendation

I recommend \_\_\_\_\_ SS# \_\_\_\_\_

for the following position/assignment at \_\_\_\_\_ Campus/Department.

**GRADE LEVEL**

**ASSIGNMENT**

\_\_\_\_\_

**Elementary Only** – *Please indicate*

\_\_\_\_\_ Bilingual    \_\_\_\_\_ Dual    \_\_\_\_\_ Regular

This is an  **approved new position**  **replacement for** \_\_\_\_\_

Name Required

Mentor Teacher Name \_\_\_\_\_ *(required for all first year teachers)*

\_\_\_\_\_  
Administrator's Signature                      Print Administrator's Name                      Title                      Date

\_\_\_\_\_  
\*\*Administrator's Signature                      Print Administrator's Name                      Title                      Date

**\*\*for Special Program Funded Positions**

## Office of Human Resources Use Only

### CERTIFICATION STATUS

State Certified	1 Year Certificate	Probationary Certificate	Highly Qualified Status
<input type="checkbox"/> <b>Standard</b>	<input type="checkbox"/> <b>Out of State</b>	<input type="checkbox"/> <b>Alternative Certification</b>	<input type="checkbox"/> <b>Passed Content</b>
<input type="checkbox"/> <b>Provisional</b>	<input type="checkbox"/> <b>Out of Country</b>		<input type="checkbox"/> <b>24+ Hours</b>
<input type="checkbox"/> <b>Professional</b>		<u>Program Name</u>	

CCH Verification     Approved     Disapproved     Failure to Disclose    \_\_\_\_\_  
Internal Affairs Signature                      Date

H.R. Verification     Approved     Disapproved    \_\_\_\_\_  
Administrative Approval                      Date

\*\*\*\*\*

Current Employee \_\_\_\_\_     Returning Employee \_\_\_\_\_     New Employee

Starting Date: \_\_\_\_\_     Term Contract     Probationary Contract

No. of Days: \_\_\_\_\_ Daily Rate: \_\_\_\_\_ Salary: \_\_\_\_\_ No. of Years \_\_\_\_\_  
Coordinator's Signature                      Date

Form must be submitted typed in mint green paper to Human Resources in a sealed envelope written **CONFIDENTIAL** on it.