



TULLY CENTRAL SCHOOL DISTRICT



RECOMMENDATION FOR APPOINTMENT FOR NEW EMPLOYEES: NON-INSTRUCTIONAL

I recommend the appointment of _____ to:

a) Fill the position of _____
(Description) (Building)

or

b) Newly created position of _____
(Description) (Building)

Beginning Date: _____

Hours to be worked: _____

Hourly Rate: _____

Contract Rate: _____

Replacing: _____ Title: _____

Comments: _____

Date Submitted: _____ Supervisor/Administrator: _____

Business Administrator Date

Superintendent Date

NOTE: BEFORE ANY NEW EMPLOYEE CAN START WORKING THEY MUST HAVE
THE FOLLOWING:

1. Completed application.
2. Recommendation Form signed by Supervisor, Administrator and Superintendent.

Please send form to the **DISTRICT OFFICE** as soon as you have the above information.