



Saint Mark Lutheran School
K a n e o h e, H a w a i i

TEACHER REFERENCE REPORT - Grades Pre K - 1

TO THE PARENT / GUARDIAN:

1. Please complete the first line on the reverse side. Please print or type.
2. Submit one *Teacher Reference Report* to the applicant's present academic teacher. This report need not be submitted until **after January 1**.
3. Provide the teacher who will be completing the *Teacher Reference Report* with a stamped envelope addressed to:

*Saint Mark Lutheran School
45-725 Kamehameha Hwy.
Kaneohe, HI 96744*

4. The information on this reference report will be held in strict confidence and will be used only for admission purposes.

I hereby give my permission to release the information that is requested on the TEACHER REFERENCE REPORT regarding my child, _____, for the purpose of admission to Saint Mark Lutheran School.

Signature of Parent / Guardian

Date

TO THE TEACHER:

We sincerely appreciate your willingness to complete the *Teacher Reference Report* for this applicant. The parent / guardian is aware that any information you supply will be held in strict confidence.

Your evaluation of the student should be made **after January 1** and returned directly to Saint Mark Lutheran School **before February 10**. If you have any questions, please feel free to contact our office at (808)247-5589.

HAWAII ASSOCIATION OF INDEPENDENT SCHOOLS

Common Teacher Reference Report – Grades Pre K-1

Applicant's Name _____ Grade Applying _____
Last First Middle

Class Size _____ School hours _____ With teacher since _____
(month / year)

Does your school issue report cards/progress reports? Yes No

Please check (√) the appropriate descriptor on this continuum. If not applicable, mark NA

Social and Emotional Behavior	Beginning	With teacher support	Growing independence	Consistent and independent
Works and plays cooperatively	•	•	•	
Works independently	•	•	•	
Accepts responsibility	•	•	•	
Exhibits self-control	•	•	•	
Is able to relate to adults	•	•	•	
Shows good attention span	•	•	•	
Work Habits and Attitudes	Beginning	With teacher support	Growing independence	Consistent and independent
Shows initiative	•	•	•	
Listens attentively	•	•	•	
Follows directions	•	•	•	
Completes assigned tasks	•	•	•	
Cares for materials	•	•	•	
Shows an active interest in classroom activities	•	•	•	
Learning Readiness	Beginning	With teacher support	Growing independence	Consistent and independent
Articulates appropriately for age	•	•	•	
Uses an adequate vocabulary	•	•	•	
Listens to and enjoys stories read to him/her	•	•	•	
Recalls specific story details	•	•	•	
Recalls main idea of a story	•	•	•	
Recognizes differences in sizes, shape and quantity	•	•	•	
Recognizes rhyming sounds	•	•	•	
Understands and uses number vocabulary	•	•	•	
Counts objects	•	•	•	
Small muscle coordination	•	•	•	

We appreciate additional observations about this applicant. _____

Print or Type Name _____ Signature _____
 (Indicate: Teacher or Administrator)

School _____ School Phone # _____ Date _____

All HAIS schools accept this common form. Check the reverse side for date that completed form is due.