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Program**

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April 12, 2011

To Whom It May Concern,

I am writing this letter of recommendation for Melissa Moffat. During the 2010 – 2011 school-year Melissa completed her student teaching at Guadalupe Charter School. She worked in both the kindergarten and second grade classrooms.

I have been extremely impressed with Melissa's knowledge of both the Kindergarten and second grade curriculums, ability to plan appropriate lessons and implement those activities smoothly. Melissa has participated not only as a student teacher but also in our school's Literacy Night. Melissa showed her willingness to learn new skills by always participating in our Professional Development days and as many faculty meetings as she could.

Guadalupe Charter School is a public non-profit preschool and elementary program that works with at-risk children and their families from birth to fourth grade. For teachers to succeed here they must work together to best meet the needs of all students, be willing to do many different tasks outside of the classroom, and most importantly hold a high expectation for student achievement. Melissa achieved all of these goals.

Melissa demonstrated a very professional attitude about her work here. She was responsible, consistent, flexible when necessary, and worked well with all staff members, parents and especially children. Melissa showed great respect for the children by recognizing their differences and meeting their individual needs.

I wish Melissa the best of luck in the future. I would recommend her for any position requiring a skilled teacher.

Sincerely,

Patty Walker
Director of Children's Programs