

MICHIGAN STATE UNIVERSITY

April 11, 2016

To Whom It May Concern:

It is my pleasure to write this letter of recommendation for Katherine Hicks. I was Katherine's Field Instructor during her year-long teaching internship in a first grade classroom at Glencairn Elementary in East Lansing, Michigan. During the internship, I observed Katherine's many skills in the classroom. She set clear behavior expectations and consistently reinforced those expectations for students but managed the classroom in a loving and comfortable way. She used modeling and gave clear written and verbal directions to facilitate student learning. She used different types of participation structures, materials, and academic strategies to enhance standards based instruction. She led students to use critical thinking skills and deepen thinking by asking probing and clarifying questions during lessons. Katherine knew when to rephrase questions to assist students in analyzing and evaluating the subject matter.

One of Katherine's greatest attributes as a teacher was how she connected with students and understood their academic, social, emotional and physical needs. The students understood that she truly cared about them as learners and individuals. She took these needs into consideration when planning lessons, and provided differentiated instruction for students. She treated all students fairly but understood that students have different needs to achieve their greatest potential. She also collaboratively planned with her mentor teacher, team teacher, and team intern to provide effective instruction. She created a safe learning environment through the use of a positive behavior reward system where students earned "terrific tickets," and could choose to purchase prizes such as "a trip to Hawaii." She remained flexible in her practice, reflecting on her teaching and lessons daily, and using her reflections to adjust her lessons the following day. She knew how to adjust her lessons based on student interests, abilities, or readiness.

In her classroom, Katherine planned, instructed, and assessed math, science, language arts, and social studies units. One of her favorite units was the social studies unit where all first grade students produced and sold merchandise to model economic principles. Katherine was also actively involved in the school community. She assisted with Movie Night, Festival of Cultures, and Kindergarten Round-up. She and her mentor teacher coordinated an Art Club for all interested students. She led the fall school decorating to make the school a welcoming environment.

In conclusion, I hope by reading this letter you will see that Katherine is an intelligent, enthusiastic, and caring educator. I highly recommend Ms. Katherine Hicks for a position with your establishment. She would be a fantastic addition to any school community. Thank you for your consideration.

Sincerely,

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