

Elementary School

February 12, 2014

To Whom It May Concern:

It is a pleasure to write this letter of recommendation for Tracy Andersen whom in her role as 3rd grade homeroom teacher has served our elementary students, colleagues and community at Colegio Nueva Granada, with distinction, since August 2012. I can say that given the opportunity, I would hire Tracy in an instant, as she is a superb educator.

Amongst her many strengths, Tracy is purposeful at planning for instruction and assessment. She recognizes the importance of clear goals/learning targets and creating well aligned assessments and instructional activities that engage learners. She uses a variety of teaching strategies, resources and technology to inspire learning and to differentiate for our diverse population. She has done significant training and has expertly implemented TC/Lucy Calkins Readers and Writers Workshop. She has embraced a variety of tech tools such as Wikki Spaces, iPads and Google Docs to enrich and advance student learning. She utilizes a range of formative and summative assessments including performance-project-based, conferencing, and rubrics alongside more traditional methods and standards-referenced report cards to demonstrate growth and academic achievement. She provides students with lots of meaningful feedback and multiple opportunities to demonstrate and extend their learning.

In addition, Tracy works to establish a joyful, inclusive and on-task classroom learning environment. Pacing is right-on, routines are well established and students are engaged. She develops exemplary rapport; displaying a delightful sense of humor, enthusiasm, empathy and genuine caring about students' well-being and learning. With this same way of being and responsive communication, Tracy nurtures positive and responsive partnerships with parents. With colleagues, she is intuitive, warm and encouraging. She has welcomed opportunities to collaborate with her team members, Math and Literacy Coaches, and has been an active member of our PLCs and all professional development sessions. This year, she has taken on the role of Elementary Student Council Advisor and has encouraged our students' leadership efforts.

In a nutshell, Tracy Andersen is wonderful. She is a dedicated, skillful and positive professional who works effectively with students, colleagues and parents alike. I am confident that she will continue to shine, give and grow in all future endeavors. She will be sorely missed at CNG. You would be lucky to have her as part of your team.

Sincerely,

Julie Hunt
Elementary Principal