

Thursday October 15, 2015

TO WHOM IT MAY CONCERN

Re: Reference Letter for Kira Anderson

Kira Anderson and I worked together during the months of January and February 2015; she was a pre-service teacher in a grade 1 classroom and I was her university consultant. My role and responsibilities included guiding and mentoring, as well as evaluating Kira's progress. During this time, Kira was also a student in our weekly seminar session where we engaged in professional development activities and shared praxis.

The information in this letter is based on evidence gained through reading Kira's reflective journal, reviewing her lesson plans and subsequent reflections, my 4 classroom observations and accompanying conversations, input from her partner teacher, and seminar participation.

During the 9-week field experience Kira developed positive working relationships with her students and her partner teacher, as well as with other colleagues in the school. Kira demonstrated a strong commitment to the life of her placement school; she created and shared resources, and contributed with initiative to planning meetings by sharing her expertise in art, technology, sign language and music.

Kira's lessons were thoughtfully prepared and included the essential components: she began with outcomes from the program of studies, and included review of previous lessons, followed by age-appropriate and engaging activities organized in logical sequence with estimated time required. Her plans included a list of resources, and she identified effective assessment methods and accommodations to address special learning and behaviour needs. Kira utilized a number of creative strategies for gaining and maintaining student interest and attention. While students were completing individual work, Kira circulated to offer support and encouragement.

Kira was an active member of seminar, offering constructive input and valuable feedback. When there was a job to be done, she happily volunteered and followed through to the end.

Kira demonstrated a positive approach to her responsibilities, and I am confident that she would transfer that same attitude to any staff of which she was a member. Kira consistently projected a high level of professionalism.

I believe that Kira would bring commitment and dedication to any position for which she might apply. I recommend that you consider Kira Anderson a strong candidate.

Please call for further information.

Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Marlene Nelson".

Marlene Nelson

Ambrose University College

403 827 2494