



# DONNELL MIDDLE SCHOOL

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Mr. Don Williams, Principal

Mr. Matt Harp, Assistant Principal

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May 16, 2019

To Whom It May Concern,

It is with the great sincerity that I write this letter of recommendation for Melissa Wilson. Melissa has been a reading/language arts intervention specialist at Donnell Middle School for the last two years. She has been one of those hires that you always wish you could make. Melissa is an employee of the utmost professionalism and dedication. She cares deeply for her students and is truly an advocate for their best interest. This is also recognized by parents, and is why I never have any concerns with Melissa's communication and relationship with them. They are complimentary and appreciative of her, and this is how she builds trusting relationships. When Melissa conducts IEP meetings she is very thorough in her iep plans and makes sure she explains and answers any questions or concerns. At the conclusion of one meeting this year a parent thanked Melissa several times and stated that in all the years he has been a part of IEP meetings for his child, "This was the most clear and well written IEP I have ever seen." Melissa's Classroom instruction is solid and she has a strong knowledge of the content. This is especially commendable when she has taught three different grade levels in the last two years. She has taught resource room classes where she ensures modifications and accommodations allow student access to curriculum. Melissa has also co-taught 6<sup>th</sup>-grade reading/language arts. Her co-teacher is a veteran teacher and mentor who echoes the sentiments of Melissa being a high quality educator at a level of someone with many more years of experience. I tell my colleagues and supervisors you would never believe Melissa is only a second year teacher. Her competence and performance is definitely on par with a more veteran teacher.

It would be a big loss for the staff and students at Donnell Middle School to be without Melissa Wilson, and a huge gain for whoever would be fortunate enough to have her on their staff. I can honestly say that if Melissa left Donnell, and given the opportunity, that I would hire Melissa Wilson back anytime, without hesitation. If you have any questions or would like to discuss Melissa as a candidate for a position within your school system, please do not hesitate to contact me.

Sincerely,

Don Williams  
Principal  
Donnell Middle School

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