



DREXLER MIDDLE/INTERMEDIATE SCHOOL

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Western Dubuque Schools website: <http://dmis.wdbschools.org>

October 13th, 2015

To Whom It May Concern:

I am writing this letter as my recommendation of Ms. Emily Herbst for a teaching position in your school district. It has been my honor to have served as Ms. Herbst's cooperating teacher at Drexler Middle-Intermediate School (DMIS) for the past 8 weeks. While here, Emily instructed math to over seventy-five students. This group of students is made up of a wide range of socio-economic status whose abilities range from high-leveled learners to those being served in a co-taught setting.

Emily paralleled me in each of my responsibilities, some of which included: IEPs; bus and hallway supervision; professional development; RtI (Response to Intervention) small and large groups; book studies; field trip supervision and team planning/meetings to name a few.

Ms. Herbst has done a fabulous job of becoming a part of the DMIS faculty and staff. She has familiarized herself with our policies and procedures, culture and climate, and the overall building vision. On several occasions she invited our superintendent, Mr. Colpitts, and our administration, Mrs. Maher and Mr. Koerperich, to observe lessons in which she prepared and delivered. Administration has been quite impressed with Emily; it is not every day that a building principal approaches you to compliment and discuss how impressed one is with an eight-week placement/student teacher. "She's honestly just 'got it'. She's the whole package isn't she." Additionally, Emily was reached out to and hired on at our Western Dubuque High School as a long-term substitute in the area of mathematics this spring; *it speaks volumes to be sought out for a position that you don't even apply for.*

During Ms. Herbst's 8 week placement, she planned, instructed, and evaluated one and a half units on data graphing and number sense, created learning centers, incorporated RtI strategies while differentiating instruction for multiple learning levels, and not only created, but maintained positive classroom expectations and a climate conducive for learning. Most importantly, Emily established fabulous relationships with each of the students. She was definitely looked at and considered as someone who they could trust, learn from and relate with each day. Math is an area in which students tend to show less confidence in and have great anxiety, it takes a while to build a relationship where students feel comfortable enough to seek help. It took Ms. Herbst minimal time for these relationships and trust to be gained. Students look up to Emily and seek her out in times outside of instructional moments in the day.

Ms. Herbst constantly reflects on her daily performance and student achievement while keeping the objective and 'the end in mind' as she prepares for her next lesson. This skill is typically not found in a nonveteran teacher. It is my opinion this will be what separates her from the two extremes of average and effective. She puts in countless hours in planning and preparation, and additionally on the assessing and revamping of future lessons in response to student achievement and comprehension.

It is Emily's hard work ethic, daily reflections, professionalism and passion for her students' success that will make her a top-notch candidate for this position. Ms. Emily Herbst is undoubtedly a top notch candidate in which you, your staff, and most importantly your students would be most fortunate to have in your building and district both. I welcome the opportunity to talk with you about how Ms. Emily Herbst will be a valuable and irreplaceable asset to your building. I may be reached by cell at (217) 621-5681.

Sincerely,

Megan But

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