

June 22, 2019

To Whom It May Concern:

It is my pleasure to write this letter of recommendation for Susan Clay, who has worked for me at Center Academy as a paraprofessional and in-house event planner for the past five years. During her terms of employment, she has tutored all self-contained subject areas, except secondary math, for grades 1-12. As always, she has shown her capability and knowledge in each.

Mrs. Clay is to be commended for her professional concern in offering quality support instruction to the special needs' population. She has made an exemplary effort to vary and present course materials in diverse ways to ensure success. She is receptive to new ideas and is resourceful and adaptive when working with the classroom teacher.

She is an organizer and always offers support in keeping things running smoothly and efficiently. She cares deeply for her students and always promotes them to do their best. Her approach to teaching is, "A teacher takes a hand, opens a mind, and touches a heart."

As an administrator for 25 years, and one who is profoundly interested in developing high quality teachers, I strongly endorse Susan Clay.

Sincerely,

Valerie Morelli
Principal
Center Academy

Sample Nomination Letter For Paraprofessional

Reza Nazari



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