

Adrian X. Gibson

550 Buckingham Terrace

Fairburn, GA 30213

adrianxgibson@gmail.com | (404) 435-6508



Dear Principal McDaniel,

I am excited to apply for the Assistant Principal position at Camp Creek Middle School. As an educational leader with over 12 years of experience and a proven record of fostering academic excellence, building positive school culture, and leading systems that support instructional effectiveness, I am confident in my ability to make an immediate and lasting impact on your school community.

In my current role as 7th Grade Administrative Assistant at Camp Creek Middle School, I have worked closely with leadership to drive school improvement initiatives. My leadership contributed to a 34% reduction in Office Discipline Referrals, a 48% drop in Out-of-School Suspensions, and a 99% reduction in In-School Suspensions, ultimately helping our school regain PBIS status. These results reflect my commitment to data-informed decision-making and cultivating a climate where students and teachers thrive.

I have deep experience in instructional leadership, team collaboration, and technology integration. I serve on multiple leadership teams including the Instructional Admin Team, AVID Site Team, and PBIS Committee, and I lead Canvas implementation to support teacher effectiveness. My philosophy centers on building systems that empower people, aligning operations with instructional goals, and being a consistent accountability partner to students and staff.

I am inspired by the opportunity to serve a community committed to academic rigor and student development, and I am eager to contribute to that mission as Assistant Principal. I welcome the chance to bring my leadership, commitment, and collaborative mindset to your school. Thank you for considering my application.

Sincerely,

A handwritten signature in black ink that reads "Adrian X. Gibson". The signature is fluid and cursive, with the first name "Adrian" being larger and more prominent than the last name "Gibson".

Administrative Assistant
Camp Creek Middle School