

March 3, 2011

To whom it may concern:

I am honored to have been asked to provide a letter of reference for Ms. Margaret Claypool, an outstanding and dedicated professional.

Ms. Claypool and I worked together as teaching colleagues since she began working as a math teacher for Del Norte County Unified School District. In that time period I worked collaboratively with Ms. Claypool in her capacity as a teacher and found her to be the consummate professional; honest, forthright and passionate about teaching. She is positive, outgoing, and always eager to be a contributing member of the teaching staff.

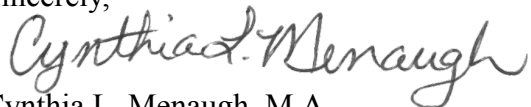
Ms. Claypool's background in mathematics and training as a math educator have made her a highly valued member of the teaching staff. Her knowledge and willingness to share her expertise with colleagues greatly enriches the learning experience for all students.

Teaching math at the middle school level is a challenge Ms. Claypool embraces with enthusiasm. This is evidenced by the variety of strategies and learning activities she incorporates to keep her students engaged in the learning process. In addition, Ms. Claypool uses a variety of strategies which utilize technology, an area in which she is exceptionally skilled.

Ms. Claypool maintains an organized and inviting classroom with high academic and behavioral standards. She is consistent with regard to discipline, establishing a respectful and positive attitude toward all students. Furthermore, Ms. Claypool always strives to model with her own actions what she expects of her students.

It is with confidence that I would recommend Ms. Claypool for any position for which she is being considered. I am certain she would be an outstanding asset to any school staff and a positive addition to any community. Should you require any additional information regarding Ms. Claypool, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia L. Menaugh". The signature is fluid and elegant, with the first letters of each word being capitalized and prominent.

Cynthia L. Menaugh, M.A.  
Middle School Math Teacher (retired)

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