

March 9, 2015

To Whom It May Concern:

I am writing this recommendation on behalf of Michelle Konrardy. Michelle and I have been colleagues for over ten years. During her career, Michelle has taught Chemistry, Anatomy and Physiology, Bioforensics, both Biology I and Biology II, Environmental Science, Earth Science, and General Science. By teaching such a wide range of classes, Michelle has also been required to teach a wide range of student ability levels. She has worked well with the teachers in the Special Education department to make sure all of her students understood the material.

Michelle has made her classroom virtually paperless. She has used her technology skills to create an online classroom. Students can find all worksheets online and take many tests online as well. Michelle has always made herself available to her students when extra help is needed.

Michelle is also involved outside the classroom. She has been a building representative for several years. She has also served on the parent-student handbook which creates policies and procedures for the district. Michelle has also volunteered to be a member of the insurance committee when no one else would. Michelle definitely is not one to shy away from hard work and making difficult decisions. Fellow teachers are always welcome to discuss school issues with Michelle. Michelle has the ability of looking at an issue from several sides.

If you have any further questions for me, please feel free to contact me at pkelley@wc314.org.

Sincerely,

A handwritten signature in cursive script that reads "Mrs. Pat Kelley". The signature is written in black ink and is positioned above the typed name and title.

Mrs. Pat Kelley
West Carroll High School Mathematics Department