

Dr. Steve Salerno, Associate Superintendent/Human Resources

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May 1, 2011

To Whom It May Concern,

It is my pleasure to write a letter of recommendation for Ms. Cheryl Williams, Library Media Specialist at Marshall Middle School. As her former principal, I served as Ms. Williams' direct supervisor. During my six year tenure at Marshall, I learned Ms. Williams is a dedicated professional who is very committed to the mission of quality education for students.

Her penchant for "doing things right" and always "doing the right thing" are evidenced in all her dealing with students and staff. Ms. Williams has a compassionate, yet firm, approach in her work with students. As a leader of Marshall's Library Media services, Ms. Williams organizes the usage of facilities (e.g. computer labs), coaches staff members (new and veteran, alike), leads professional development discussions, and advocates for her program during our monthly "check in" meetings. Colleagues look to Ms. Williams as a progressive leader, who is passionate about her role as an educator. A good educator builds relationships with students and colleagues. An excellent educator taps those relationships in order to make teaching and learning more enriching. Ms. Williams is an excellent educator.

Ms. Williams' contributions to our school's overall program extend outside her work in the Media Center. She tirelessly seeks to develop herself professionally in the hope of helping others. Since completing her graduate work, Ms. Williams has participated in a number of professional development opportunities: Wisconsin Education Media Association Conference, Information and Technology Integration Workshop, *Destiny* training, and completed Wisconsin Department of Public Instruction certification for her 901 and 902 licenses. In addition, she lends her talents to our school's yearbook, Book Fair, Reading Olympics, and PTA programs.

I, without reservation, recommend Ms. Williams as a candidate for your school's vacancy. She is the consummate professional, and any school district would be fortunate to employ her services. If I can answer any questions about this talented professional, please do not hesitate to contact me at (608) 789-7650.

Thank you for your kind attention and consideration of Ms. Williams' candidacy.

With cordial regard,

A handwritten signature in cursive script that reads "Steven V. Salerno".

Dr. Steven V. Salerno  
Associate Superintendent for Human Resources