



AMERICAN COOPERATIVE SCHOOL OF TUNIS

Accredited by the Middle States Association
of Colleges and Schools
IB World School

DAPHNE NEAL
Secondary Principal

Recommendation for Melissa Enderle

It is with pleasure that I write this recommendation in support of Melissa Enderle, a candidate for a teaching position at your school. As the newly hired Secondary Principal at the American Cooperative School of Tunis, I have had the pleasure of observing Melissa in action both as a technology teacher and as our Technology Coordinator. Melissa is committed to working with young people; she collaborates with the staff, she is a proactive problem-solver and skilled at integrating technology into the curriculum. Though I have known Melissa for only a short while, (since August of 2003 to be exact), I have grown to appreciate having her as a member my faculty. Melissa offers a wealth of talent to our school and community.

This year for the first time, yearbook is offered as an elective course at ACST. Melissa designed the course in such a way that students with mixed abilities are able to make a contribution in the production of the yearbook. Emphasizing a wide range of desktop publishing skills, Melissa has made this course a "real world" experience giving the students opportunities to demonstrate their skills within our own community as well as in the local environment. Students in the yearbook class have interacted with the printers and worked along with a professional photographer. Melissa has demonstrated that she is adept at establishing rapport with her students. They have enthusiastically accepted her guidance and they continue to meet their deadlines. She has turned the computer lab into a classroom that is engaging and lively. Setting high, but realistic expectations for her students, Melissa monitors her students' progress and provides pro-active feedback. Understanding the importance of consistency and the need to provide her students with a framework for the development of successful study skills and work habits, Melissa has provided assessments that address these goals. The ability to produce a quality yearbook requires discipline on the part of the students and a teacher who is organized and able to manage several things at once. Melissa has taken on this challenge and I feel the end result will be excellent.

In addition to these duties, Melissa has been the catalyst behind the move toward technology integration in the elementary and middle school. Taking away the dedicated computer time model of technology instruction and moving toward assisting teachers in infusing technology into curricular areas, Melissa has worked hard to serve as a facilitator for the teachers. Encouraging teachers to take "technological risks" and having teachers model the philosophy that technology is a tool, Melissa has begun moving the

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faculty toward understanding their role in assisting their students into becoming learners who possess a high level of technology literacy.

Despite many hardware concerns at our school, which were undoubtedly out of Melissa's control, I have found her knowledgeable about computer software and instrumental in assisting in raising the "technology competency" of all members of staff. Active in providing workshops, in-service training, and one-on-one assistance to the faculty as well as being sensitive to the needs of the staff, Melissa has continued to reflect and respond to the needs of the school community. This academic year, Melissa envisioned the development of a technology committee and it has become a reality. Currently, the committee is working on a number of initiatives and a technology plan to present to the administration and Board of Directors.

My overall assessment of Melissa is very positive. In my mind, she is the type of teacher you would want as a member of your staff, hardworking, dedicated, and committed to students and a pleasure to have on your teaching team. I strongly encourage you to seriously consider her application, because you will not be disappointed. I will miss Melissa and would take any opportunity to work with her again. Please do not hesitate to contact me if I can provide you with any additional information to support Melissa Enderle's application for employment.

Daphne J. Neal
Secondary Principal
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