

1 December 2003

TO WHOM IT MAY CONCERN



RE: Melissa Enderle

AMERICAN COOPERATIVE
SCHOOL OF TUNIS

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

ROBERT E. THOMPSON
Director

It is with great pleasure that I write a letter of reference for Melissa Enderle. She has served as our Computer Coordinator since August of 2002. The current and last school years have been key times in the life of ACST. The school has undergone unprecedented growth going from 200 students in June of 2002 to over 420 today. Melissa's impact on the school and its rapidly developing educational and technological program have been very impressive.

When I hired Melissa I was looking for an information technology educator. Melissa's unique background as a painter and graphic designer along with her Master's degree in Assistive Technology was the right combination. Since her arrival in Tunis she has worked tirelessly through team-teaching with classroom teachers to integrate the computer with day-to-day classroom activities. Her philosophy is that the computer is an important tool that needs constant use within the curriculum for a student to be able to use it effectively and naturally. Here at ACST we had recently implemented a full IB diploma program and needed both faculty and students to integrate quickly all of the advantages the new information age could bring us. Since her arrival we have tripled the number of computers, installed a larger and more effective network, upgraded internet access, begun the use of a mobile laptop lab using Apple's Airport wireless technology, plus the transition to the new OSX operating environment. The research necessary to make the appropriate choices for all the new hardware was only the beginning. Getting it all to work properly has been a major ongoing challenge.

Melissa now supervises a part-time computer teacher and an Information Services Manager and his assistant. To assist her we formed a Technology Work Group that addresses the many areas that need constant attention. More and more of our teacher administrative and teaching work is now done by computer. The school now has a full First Class intranet with full internet capability. If a single employee finds that they are cut off from this indispensable assistance, Melissa and her team are immediately asked to drop all their other duties and charge to the rescue. In an attempt to try and foretell the future, Melissa has recently formed a Technology Committee to formulate a far-reaching technology plan.

Melissa has conducted workshops, classes, seminars and other instructional opportunities using many of the most widely used programs: Photoshop, Photoshop Elements, PowerPoint, InDesign, Word, Excel, FilemakerPro, KidPixStudio Deluxe,

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Inspiration, Kidspiration, iMovie, iPhoto, among others. Her artistic talents have been put to excellent use through classes in digital photography, composition and page layout skills (she is the current yearbook sponsor), and visual layout. Using her skills in these areas Melissa has created a variety of visual handouts on digital cameras, software programs, and other technology areas to help both students and colleagues better understand how to use all the new equipment and programs.

All the while Melissa has continued her artistic career and produced an impressive number of original works plus several very professional long-duration travelogue type movies of her travels in Africa.

All in all, Melissa Enderle is a very accomplished and skilled information technology facilitator. She is very dedicated and has done an excellent job here at ACST under trying circumstances. She has been called on to carry out heavy teaching assignments as well as the complex implementation of new operations often without adequate assistance. She has done the job through perseverance and real dedication. I can understand that she wants to continue her adventure and travel around the world. I am confident that she will do an excellent job wherever she may land. She is more than welcome to stay on here at ACST. We still have a long way to go and her assistance would be most valuable.

Sincerely,

Robert E. Thompson
Director