



International Schools Group-Yanbu



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Norma Hudson
Superintendent

Hal Cooke
Principal

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To Whom It May Concern:

I am writing this letter of recommendation on behalf of Mrs. Charlotte Harvey, who has taught elementary music at Dhahran Elementary Middle School since August 2011. As the assistant principal of Dhahran Elementary Middle School last school year, I had the opportunity to observe Mrs. Harvey and I am impressed with her professionalism, teaching skills, and creativity in the classroom. She is an excellent teacher and her willingness to take on extra-responsibilities has benefitted not only her students but the entire school community.

Mrs. Harvey has outstanding classroom management skills. Her students know what is expected of them and she consistently applies behavior management techniques to develop a positive classroom climate. She is a student-centered educator who builds trust and rapport with her students by creating an engaging learning environment.

As the elementary music teacher, Mrs. Harvey provided a tremendous contribution to the school program by creating opportunities for the students to perform. The student population is very diverse in terms of background, language abilities, and academic needs, so our teachers are pushed to use many pedagogical skills and Mrs. Harvey's skills and experience have added to our program. Because of her creativity, her students enjoy the learning activities she provides. Her music lessons are excellent and her devotion to her students is evident on a daily basis. Mrs. Harvey's organization, delivery, and classroom management are all indicators of an excellent teacher.

Mrs. Harvey is highly qualified to teach in several areas. She is trained in the Orff elementary music method and she has currently completed Level II in the training. She anticipates completing Level III by the summer of 2013. During the 2011-2012 school year, Mrs. Harvey held Orff workshops for other music teachers in the Eastern Province of Saudi Arabia. Not only is Mrs. Harvey trained as an elementary music specialist, she also has training and experience in vocal music and drama at the secondary level. Another area that Mrs. Harvey is qualified to teach is Secondary Language Arts.

Charlotte Harvey is a solid professional and an excellent teacher of high integrity and character and I recommend her for any music, drama, or English teaching position. Wherever she accepts a teaching position, she will do an outstanding job and become an asset to any school fortunate enough to receive her application for employment.

Sincerely,

Hal Cooke
Principal

Yanbu International School

Empowering students to achieve their wildest dreams.



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