



HOLYOKE PUBLIC SCHOOLS
A PATHWAY FOR EVERY STUDENT

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To whom it may concern:

I have had the opportunity to work with Ms. Kate O'Donnell this year in her role as grade 4 teacher at Kelly School. During this time she has demonstrated strong skills as a teacher. Among her many strengths are her commitment to her students, results-driven approach to instruction, strong planning and organizational skills, leadership skills, ability to team with colleagues and parental involvement.

Ms. O'Donnell's commitment to education is demonstrated daily with her students. She conscientiously implements a challenging and innovative program for her students, given their wide range of instructional and linguistic levels. She skillfully implements whole group, small group and individualized instruction, to meet the needs of all learners in her classroom.

Ms. O'Donnell's planning and organizational skills contribute to her ability to manage her classroom with success and offer a challenging instructional program for her students. She is always well planned, and strives to keep abreast of current trends and effective instructional practices for her students. She is continually looking for and discussing ways to improve her classroom program as she interfaces with colleagues, informally and at grade level team meetings.

I have had the fortunate opportunity to participate as Ms. O'Donnell's ESL Supervising Practitioner/Mentor. Throughout this collaboration, she has demonstrated the skills to plan and implement daily lessons that target the needs of her English Language Learners using an array of strategies to foster their academic success.

Ms. O'Donnell's leadership skills are demonstrated with her participation in the Social Emotional Learning Committee at Kelly School where she contributes her ideas and strategies for the benefit of school-wide practices. Additionally, she has been selected to co-present with her adjunct professor from UMASS and Mt. Holyoke College at the MATSOL (Massachusetts Association of Teachers to Speakers of Other Languages) 2017 Conference based on a successful project she completed last year at Mt. Holyoke College.

Ms. O'Donnell also demonstrates her skills at involving parents in her instructional program. She maintains close communication with the parents of her students through meetings, informal conversations, phone calls, text messages and communication through the grade 4 classroom Facebook page she created. She also shares "Class Dojo Posts" to communicate class activities and accomplishments with parents.

Ms. O'Donnell would be an excellent addition to your organization. She is an outstanding professional. I recommend her highly.

Sincerely,

Carol Shapiro