



## Owen J. Roberts School District

East Vincent Elementary School  
340 Ridge Road  
Spring City, Pennsylvania 19475  
Telephone 610.469.5106

February 10, 2013  
Letter of Recommendation  
Subject: **Erin VanGuilder**

Director of Human Resources:

It is my pleasure to write this letter of recommendation on behalf of Mrs. Erin VanGuilder, an applicant for an administrative position in your school district. Mrs. VanGuilder currently serves as an Academic Coach at the East Vincent Elementary School in the Owen J. Roberts School District. It is on the basis of my supervision of Mrs. VanGuilder for almost three years, as well as mentoring her in the completion of the requisite hours for principal certification, that I offer a recommendation based on both her personal qualities and professional abilities.

Student-centered, enthusiastic, diligent, and task-oriented are only a few of the descriptors that come to mind when envisioning Erin VanGuilder. She makes a lasting impression on others because of her unassuming nature, passion for her work, and sincere interest in the students as people and not products. In addition, these personal attributes enhance her qualities of genuine good-heartedness and desire to produce the best learning environment possible for each and every student.

Mrs. VanGuilder strives to enhance her skills as an educational leader as evidenced by her enrollment in the principal preparation program and her ongoing learning/teaching of the effective utilization of technology in 21<sup>st</sup> century schools. As one who has acquired exceptional technology skills, Mrs. VanGuilder is also able to use those skills to her advantage when seeking/organizing information and data or attempting to turn an idea into an action plan; all of which will enhance her time management in a position where every minute counts.

As an instructional leader, Mrs. VanGuilder will be able to capitalize on her own excellent teaching skills and content knowledge, actively learning from colleagues and her "on-the-job" experiences, and improving her practice through continued coursework and attending relevant professional development opportunities. The Owen J. Roberts School District is rich in providing opportunities for staff to work collaboratively on K-12 endeavors. Mrs. VanGuilder's work as an Academic Coach has provided her daily opportunities to hone her skills in effectively delivering instruction as well as in her knowledge base of the Common Core State Standards in all areas. Presently, she mentors all new staff members K-6 in all

teaching areas and works with teachers of all experience levels to increase professional growth. She has experienced differentiated supervision with observations based on the Charlotte Danielson model. As an EVES Leadership and Learning Team Member, she has experienced increased opportunities to analyze data to plan differentiated instruction for all students, and, in particular, design strategic interventions for struggling learners.

As an experienced educator, which has permitted me to work with numerous individuals in a variety of capacities, I am able to recommend Mrs. VanGuilder for consideration for an administrative position in your district. Mrs. VanGuilder is a responsible educator who, if given the opportunity to serve as an administrator, will work diligently to provide all students a quality education on which to build a foundation for becoming productive citizens and lifelong learners in a 21<sup>st</sup> century environment.

Please feel free to contact me at 610-469-5185 if you need any additional information.

Sincerely,

Cheryl M. Bell, Ed.D.  
Principal  
East Vincent Elementary School