

May 14, 2014

To Whom It May Concern,

I would like to recommend Andrea Zenn for a counseling position in your school. She has been an outstanding volunteer for the past two school years at Oak Grove Elementary School. It is hard to believe that she is a graduate student working towards licensure because she possesses many attributes and qualities of a veteran school counselor. She really knows how to put theory into practice.

Andrea has worked with K-5th grade students teaching guidance lessons, met with students in small groups and has met with individual students. She is responsible for planning and implementing activities each week. The careful planning and implementation of activities with the groups of students has been outstanding. Andrea's work with individual students is also notable. She conceptualized each student's needs thoughtfully and carefully with consideration of the whole child within the family and school systems.

Besides individual, group work and classroom teaching, Andrea has attended team meetings weekly. She has willingly brought forth ideas and has demonstrated teamwork and collaboration. She has honed in on the gentleness of consultation with teachers, administration and parents. Andrea's style of communication is very effective.

Andrea is organized and prepared. Most notably is the grace with which she can adjust to the unexpected in any given moment in the day. She maintains that students are the priority and can adjust her workload accordingly.

In conclusion, Andrea has been a wonderful addition to the Oak Grove staff for the past two years. I am very grateful for her dedication to the profession, her desire to learn and grow and her student centered lens from which she always works. Please feel free to contact me with further if you have further questions.

Crystal Ellis



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