

March 12, 2016

To Whom It May Concern,

I am writing to strongly recommend Annie Zenn, for a school counselor position at your school. As the principal of Lot Whitcomb Elementary School, I have had the pleasure of overseeing her work during the 2015/16 school year and I have been impressed by her professionalism and skill.

When I first created the half-time temporary school counseling position at our title 1 school, I assumed that whoever took on the position would have their hands full with teaching guidance lessons, supervising our high school mentoring program and tracking attendance. In addition to these responsibilities Annie was able to add yoga to her guidance lessons, update our high school mentoring program and improve our attendance process. She ran groups, met with students individually, participated in youth service provider meetings, served on our district crisis response team and helped with managing and de-escalating student behaviors.

Annie is full of energy and committed to serving the needs of our students and their families. She is constantly looking for ways to close the achievement gap, reduce inequities and improve our school climate. At our weekly consultation meetings, Annie presents new ideas for how we can improve social emotional supports in our school.

Annie is an excellent team player and strong leader as well. One Friday afternoon when the school social worker and I were both out of the building, Annie made five separate child abuse reports to DHS. She assessed each of the situations, asked the right questions, made the calls and then worked diligently to file the appropriate paperwork. Monday she went right to work updating us on what had happened, and followed up with the students and DHS caseworkers.

Annie is passionate about helping students and is always looking for ways to lend a helping hand. On another occasion, Annie volunteered to respond to a crisis situation on her morning off. It is that strong commitment and willingness to go above and beyond that will make her a wonderful leader in your school.

Sincerely,  
Cathy Lehmann  
Principal

