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To Whom It May Concern:

I am writing this letter in recommendation of Ruth Canji, who I believe would be a tremendous asset to your school. I first met Ruth at the onset of this (2009-2010) academic year. The Orrington principal was very excited about his new hire of a talented teacher (Ms. Canji) as our building substitute. Just one day after she joined the Orrington staff – during the first week of the school year – the husband of my third-grade daughter’s teacher died suddenly and tragically; the community was shell-shocked. Literally overnight, Ms. Canji became the new third-grade teacher. And literally overnight, she had to acclimate to a new school, one with a diverse cultural and sociographic heritage; to a new culture; to a new curriculum; and to a substantial new role, which she would undertake for an uncertain period of time – assuming responsibility for 20 startled students, who had lots of questions about what had just taken place.

In short, Ruth was amazing. She met the challenge head-on. I’m sure she lost a lot of sleep in the process...but she was deeply committed to quickly creating a professional, warm, successful, and open classroom environment. The parents of Room 301 went from initial concern about whether third grade would be a lost year for their kids to deep gratitude that the principal not only had hired Ruth but instituted her in Room 301. Inside the classroom, the kids were excited, motivated, and absolutely loved her. Highly personable, Ruth is friendly but firm, approachable, and she emanates a genuine care for the students. Outside the classroom, the parents regularly received (often late at night) extremely well-written and detailed email updates on what the class was doing (as Ruth said, “I wrote those letters from a parent’s perspective, knowing what I would want communicated to me.”). We knew how hard she was working. And we deeply appreciated her efforts. Behind the scenes, she collaborated with the other third-grade teachers, and made sure the curriculum stayed on track, yet infused her own creativity into the days. What’s more, she responded to all parental questions and concerns quickly and thoughtfully; in that short time, she really understood (“got”) each child in that class; in my own case, we corresponded perhaps a half-dozen times about some concerns I had about my daughter’s academic level. Ruth knew my daughter’s work, cited examples, and fully addressed my concerns.

Her tenure in Room 301 lasted through the holidays, at which time the original teacher returned full-time. The 3rd graders still see Ruth regularly – but now the other students at the school benefit too. Ruth has spent some time in my first-grader’s room as well, and my daughter always comes home with excitement on those days.

In sum, I think Ruth is a talented teacher with enormous initiative who is capable of making great impact.

I wish her the best and know she will be successful at all her endeavors.

Best regards,
Lauren