

April 14, 2009

Educational Staffing Department  
International Schools Services  
Attn: Anna Madeja  
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**Letter of Reference**

Candidate: **Dr. Keith Bookwalter**, Middle School Principal

To Whom It May Concern

I am happy to write the following letter of recommendation for Colegio Nueva Granada's Middle School Principal, **Dr. Keith Bookwalter**. Over the past three years I have known and worked with Keith and as a result, offer this recommendation.

Over the years that Keith has worked with Colegio Nueva Granada, he has shown skill in leading his staff and helping his students be the best they can be. Keith represents many characteristics you would look for in a professional educator and administrator; he is trustworthy, knowledgeable, and extremely caring. In addition to these qualities, Keith is a strong curriculum developer, has positive rapport with the school community, manages his section with respect, and is highly committed to his job and to the school.


Keith truly believes in and models life long learning with his staff and students. During his tenure at CNG, the Director, Dr. Barry McCombs, and I have depended on Keith to organize and take responsibility of crucial aspects of running a section such as:

- Standards Based Curriculum development
- Data Driven School Improvement planning
- Staff evaluation and supervision
- Accreditation processes (AdvancED / SACSCASI)

I am happy to recommend Keith for an administrative position at your school. He would be an positive addition to any school and community.

I would be happy to answer any question you might have regarding Keith.

Sincerely,



Michael W. Adams, Ed.D.

Deputy Director

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