



To Whom It May Concern,

February 15, 2018

It is my pleasure to write this letter of recommendation for Oriana Horneck. She and I worked together at the American School of Rio de Janeiro in Brazil where I was the Lower School principal and Oriana was a 2nd grade teacher.

Oriana worked at the school for a total of four years; she started her fourth year when I transitioned in as the LS Principal. Prior to my arrival, plans were made to move her from third grade back to second grade. Unfortunately, the change had not been communicated to her and we were days away from summer break. I specifically remember that difficult conversation with Oriana and was greatly impressed with her professionalism, ability to articulate her thoughts, and her ultimate willingness to make the quick adjustment for the benefit of the school. When school started again in August, Oriana was prepared with knowledge of all the second grade material, including a curriculum change from the year before, and her room was a welcome space for her students. My first interactions with Oriana in those last days before summer break proved to be an accurate illustration of her flexibility and proficiency as an experienced educator.

Needless to say, her former third grade team was devastated to lose her as a teammate. As I also noted in her as a second grade teacher, Oriana was also prepared for meetings and her lesson planning was detailed and student orientated. She was instrumental in organizing all the language arts materials, lesson plans, and resources for third grade. She also greatly supported the second grade team in implementing a new language arts program, including a complete realignment of reporting from traditional to standards based grading on the report cards. She was proactive in her approach and I eventually used her template for organization for all the other grade levels.

Oriana used these skills to lead her second grade team through a difficult math transition as well, and I depended on her ability to articulate the nuances in these math standards, always bringing the details back to fit into the bigger picture of sequenced and well planned math instruction for native and non native English speakers.

In the classroom, Oriana had good relationships with her students. She brought a calming presence to the classroom and her students benefited from her solid behavior and learning routines. She is patient, kind hearted, and I knew her families appreciated her time and tremendous effort, as well.

I would recommend Oriana to any position related to teaching and interacting with students in elementary school. She has experience in various grade levels and would be a valued team member at any level. If you would like more information, please do not hesitate to contact me.

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Lower School Principal (2015-2017)

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