

December 3, 2010

To Whom it May Concern,

I am Karen Munoz and I am a retired teacher of 30 years in the public school system. I now work a part time job at Kennesaw University as a student teacher supervisor. I am recommending Heidi Raki for a position at your school. Heidi and I have known each other since 2004.

Heidi was hired as a third grade teacher after student teaching in that same school. She is a consummate professional and a team player. Heidi enjoys helping and sharing her ideas and lesson plans. Her work ethics are above many. There were multiple times she was early to work and stayed late to "get the job done." The students Mrs. Raki teaches benefit from her enthusiasm of learning. Heidi's willingness to go beyond the regular day to reach some of her students shows the devotion she has to each individual child. After 4 years as a third grade teacher, Mrs. Raki was moved to the computer lab because her technology skills are well above the average teacher. This was evidenced in her abilities to create and keep excellent records of her children and their individual needs and strengths. In this new position, Mrs. Raki was able to reach many more children in the school. I also had the pleasure of watching Heidi reach out to her student's parents. Several of the parents are non- English speaking yet Mrs. Raki would either use her own abilities to speak their language or make sure there was a translator available. Through these skills she was successful in building relationships and communication with the school community.

I met Heidi as a student teacher at Harmony Leland Elementary School. I have worked as a teammate and colleague of Heidi's. If I were in a position to hire I would hire this candidate quickly. I highly recommend Mrs. Raki as an asset to your staff and children.

Respectfully yours,

Karen Munoz (M. A. Early Education)
KSU Supervisor