



Recommendation for Lindsay Jagodowski

February 13, 2012

It is a pleasure to write a recommendation for Lindsay Jagodowski who has been a flexible, highly valued employee at Derby for the past three years. I consider her arrival at Derby to be one of the few benefits of the recent economic woes. Lindsay completed her internship at Phillips Exeter in 2009 and was anxious to find a way to gain more classroom experience at a time when teaching positions were very hard to find. We were looking for a substitute teacher who would be on site each day to cover classes across the grades and disciplines. Lindsay's background and personality made her a perfect candidate for a position that required an ability to be flexible, to immediately earn the respect of students and to relate to children across the age range.

Lindsay exudes an upbeat confidence which has served her well in all her roles at Derby. As a substitute teacher she held the students to high standards without having to be harsh or controlling. The faculty loved having someone that they could trust to keep students on track by completing the assigned lesson plan. Lindsay is also not one to sit on the sidelines and became fully integrated as a member of the faculty jumping in to help with chaperone duties and special projects when opportunities arose.

The experience gained throughout the school reaffirmed Lindsay's desire to teach and in 2010 she enrolled in a Masters program at Lesley University. In order to fund that program Lindsay has moved into administrative positions during which she has been immersed in the daily operations of the school. She has continued to work directly with students through teaching a theater club and by supervising a lunch table.

Lindsay approaches everything that she tackles with a positive attitude and a professional demeanor. She sets very high expectations for herself and takes the initiative to seek new challenges and to make a meaningful contribution to the community. Lindsay possesses a great deal of charisma and both adults and students feel comfortable in her presence. Her preparation for all her responsibilities is thorough and she takes the time to create engaging lesson plans and accurate, thorough administrative projects. Strong technological skills help Lindsay work with a high level of efficiency and she uses her knowledge of technology very creatively.

When I hired Lindsay to be my administrative assistant for this year I intended to take full advantage of her skills to reorganize an office that was outdated in approach and filled with inefficiencies. Although the youngest member of the team, by far, she has exceeded expectation: I am able to give her projects with little instruction and can be assured of a superior outcome. It is a real gift to have a trained teacher as an assistant so I can ask her to cover my advisory group, lunch table or even my science class with complete confidence. While transforming our office Lindsay has been working hard on her Masters and taking every opportunity to learn from both her graduate classes and the practical experiences available to her at Derby.

Although Lindsay's intended path to the classroom has taken a divergent route in the past three years she has never wavered from her passionate interest in teaching theater. Her three years of employment at Derby have given her myriad opportunities to see all aspects of life at an independent school and she has taken full advantage of this. We will miss her a great deal when she finds the perfect teaching job to jumpstart the next phase of her career, but our loss will bring a talented, dedicated young educator into the teaching profession. Please do not hesitate to contact me if you need additional information at (781)749-0746 X12.

Sincerely,

*Andrea Archer*

Andrea Archer,  
Head of School