



Henry M. Brader Elementary School 107 Four Seasons Parkway Newark, DE 19702 (302) 454-5959  
TDD Relay Service (800)-232-5460  
FAX (302) 454-5459

August 16, 1994

TO WHOM IT MAY CONCERN:

Diane Phelan was employed as a reading teacher on temporary contract at Brader Elementary School during the 1992-93 school year. During that time she fulfilled all responsibilities and expectations with a high degree of professionalism and proficiency. Miss Phelan related extremely well to students, parents and peers and participated in extra curricular activities with her students on numerous occasions.

On a personal level Miss Phelan is pleasant and easy going. She is also cooperative and open for any suggestions which could enhance her teaching ability. It is with pleasure that I recommend Diane Phelan for a teaching position! If you need further information, please feel free to call me at 454-5959.

Sincerely yours,

Gerri Pinkett  
Principal

GP/vab

Geraldine L. Pinkett, Principal; Sheryl B. Arnold, Assistant Principal

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Administration Building

83 East Main Street

Newark, DE 19711

(302) 454-2000

FAX

(302) 454-5380

TTD Relay Service

(800) 232-5460

TO WHOM IT MAY CONCERN:

It has been my privilege to know Ms. Diane Phelan for a period of two years. In that time I have known her both in her professional capacity and in various social situations.

It is my observation that as an educator she is a true professional, performing her duties with the utmost efficiency and ability. Ms. Phelan has the ability to relate effectively to students, faculty, and administrators. She accepts responsibility readily and carries out her duties with efficiency and dispatch. She seems to have the ability to sense the needs and feelings of others and make others feel that they are a contributing part of the whole picture.

Ms. Phelan has demonstrated outstanding qualities in the field of curriculum; more specifically in the area of Reading.

Socially, I know Ms. Phelan to be a person of moral principle, grace and polish, and someone who can handle the amenities of any situation. She is bright, inquisitive, and multi-talented. She has a gentle and delightful sense of humor which stands her in good stead with her old friends as well as people she has just met.

In short, Ms. Phelan has proven herself to be an excellent educator, and one you would do well to consider seriously for the position.

Sincerely yours,

Richard E. Bulls, Ed.D.  
Supervisor, Chapter 1

REB/

Iris T. Metts, Ed. D., Superintendent  
Franklin A. Rishel, Frederick B. Tuttle, Jr., Ph.D., Assistant Superintendents

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**LILBURN ELEMENTARY SCHOOL**  
531 LILBURN SCHOOL ROAD, LILBURN, GEORGIA 30247  
PHONE: (770) 921-7707



J. ALVIN WILBANKS  
SUPERINTENDENT

SANDRA LEVENT  
Principal

STAYCE BROWN  
Assistant Principal

JANE WATKINS  
Assistant Principal

June 3, 1997

To Whom It May Concern:

Diane Phelan has been a parapro in the ESOL department of Lilburn Elementary School, Gwinnett County, Georgia, from January to June, 1997. The ESOL program includes two full-time teachers serving a total of approximately one hundred forty students, grades 1-5, in seven daily segments.

Miss Phelan's responsibilities included (1) assisting with Non-English Proficient (NEP) students, (2) assisting with the reading program of the NEP and LEP (Limited English Proficient) students, and (3) assisting in the preparation of classroom activities. Miss Phelan also served as a substitute teacher in the ESOL classrooms.

Miss Phelan was outstanding in her instruction and developing of activities for future use in the ESOL program. The students were very fond of her as she was very encouraging and warm to them. Additionally, the students benefited from her background of whole-language instruction, traditional reading approaches, and her reading specialist degree.

I was most appreciative of Diane Phelan's service to the Lilburn Elementary's English Speakers of Other Languages Program.

Sincerely,

*Colleen Monchilovich*  
Colleen Monchilovich  
ESOL Teacher  
Lilburn Elementary School



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August 10, 1994

To Whom it May Concern:

This letter is to support Ms. Diane Phelan.

Having worked with Ms. Phelan for the last two years - I've come to know a very fine person and excellent professional. As her Director, I've witnessed a person possessing a comprehensive and deep knowledge of her subject area. I also saw an individual demonstrating a teaching style that took into account the various learning styles and cultures of her students, as well as an excellent technician in diagnosing, prescribing and assessing student needs.

Her positive classroom atmosphere, use of varied instructional materials, and teaching techniques all made for an inviting and productive environment in which students were able to mature and achieve excellent results in reading and writing. I firmly believe that Ms. Phelan will be an excellent asset to your district.

Sincerely,

Norman J. Parker  
Director, Chapter 1 and  
Federal Programs

NJP/jak

Iris T. Metts, Ed. D., Superintendent  
Franklin A. Rishel, Frederick B. Tuttle, Jr., Ph.D., Assistant Superintendents

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## CENTRAL BUCKS SCHOOL DISTRICT

LEADING THE WAY

The Central Bucks Schools will provide all students with the academic and problem-solving skills essential for personal development, responsible citizenship, and life-long learning.

May 13, 1996

Dear Reader,

Please accept this letter of reference for Diane Phelan, who has applied to your district for a teaching position.

Miss Phelan has been employed in the Central Bucks School District for the past school year as a kindergarten teacher. She was hired in the middle of August and quickly and effectively prepared her classroom and her lessons for the children as they arrived August 30 for an orientation.

I have found Miss Phelan to be an individual who listened carefully to and implemented the suggestions and ideas suggested by her supervisors and colleagues. The first part of the school year Miss Phelan became acclimated to the needs and interest of her five and six year old students. During the second semester, she appeared much more comfortable and confident in her teaching position. Parents have discussed with me the growth they too have seen over the past five months.

At this time we are unsure of the Miss Phelan's status because of the number of contracted professionals in the district which need to be placed. This process will not be complete until May 31. I have advised Miss Phelan to contact other districts because of the timing and the procedures we follow.

If you have any questions or if you would like to discuss Miss Phelan's candidacy, please contact me.

Respectfully,

Gregory T. Nolan  
Principal