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December 2, 1997

This is a letter of recommendation for Mr. James Burwell.

Mr. James Burwell worked at the American School of Guatemala for the past school year. He worked in the Secondary section of the school. During the past school year, he has taught classes in several departments. In this time, Jim has taught four sections of ninth grade Health, two sections of tenth grade Public Speaking and one section of twelfth grade Honors Social Studies. Jim is quite versatile and was able to plan for all three classes in a professional manner. During the past year, Jim has certainly been an asset to our institution.

Jim is a teacher who takes the learning of his students seriously. He plans varied activities for his students to keep their interest at a peak. He is genuinely concerned with all his students acquiring and possessing the skills and knowledge they will need in later years in Secondary. Some of the activities that Jim planned allow the students to express their abilities and demonstrate their learning in non-conventional ways. For example in Honors Social Studies, the students had to write several essays on topics related to the course. These essays required that the students do research in the library. Jim spent time discussing with students how to avoid plagiarism in their writing especially when using the internet. In Health, the students often worked in groups which allowed them to discuss the topics being covered in class. He had his students work on projects related to various health issues including smoking.

Jim is interested in pursuing his career in teaching. I'm sure that he will continue to fulfill his responsibilities with professionalism. During the time he has worked in Secondary, he has maintained a professional attitude with respect to his work and his students. He cooperates and fulfills the responsibilities requested of him punctually. We are sorry to have him leave as he has been a solid addition to Secondary.

Sincerely,



Maria D. Hirst  
Secondary Director